



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

January 25, 2012

REVENUE DELEGATION AUTHORITY ORDER NO. 1-2012

TO : All Revenue Officials and Employees Concerned

SUBJECT : Amendment of certain Portions of Annex "A" of Revenue
Delegation Authority Order (RDAO) No. 4-2010

Attached for your guidance is the revised version of certain portions of Annex "A" of RDAO No. 4-2010 dated April 12, 2010, as amended.

All issuances or portions thereof not consistent with this Order are hereby repealed or amended accordingly.

This Order shall take effect immediately.

BUREAU OF INTERNAL REVENUE
RECORDS MGT. DIVISION

FEB 08 2012

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[Signature]
KIM S. JACINTO-HENARES
Commissioner of Internal Revenue

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**DELEGATION OF AUTHORITY IN SIGNING OF DOCUMENTS
FINANCIAL SERVICE AND ADMINISTRATIVE SERVICE**

Annex "A"

DOCUMENTS/CORRESPONDENCES		CIR	DCIR-RMG	ACIR FINANCIAL	ACIR ADMIN.	HREA FINANCIAL	HREA ADMIN	OTHERS
10 Certificate of no suitable substitute of substantially the same quality are available for the supplies/materials/ equipment which are exclusively manufactured and distributed (GAAM Vol. 1 Sec. 443)		X X X						
a. Issued by b. Noted by							X	Chief Procurement Division
24 Contracts and Obligation Request for the following:		X X X						
a. Publications/Advertising to Newspapers of Invitation to Bid/Request for Expression of Interest								BAC-Chairman
b. Publications/Advertising to Newspapers of Revenue Regulations, Revenue Memorandum Orders and other Revenue Issuances								Chief, Requisitioning Office
c. Lease of Real Property								Concerned ACIR
d. Lease of Venue for trainings, seminars, meetings, workshops and the like								Concerned ACIR/Head of Office/Task Force/Project
III General Services Division / Accountable Forms Division		X X X						
1 Obligation Request								
a. Utilities - e.g. Electricity/water								Chief GSD
b. LTO, GSIS, BTr etc.								Chief GSD
c. Petty Cash Fund								Chief GSD
d. Lease Purchase								Chief GSD
		X X X						

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