



Republic of the Philippines
Province of Sorsogon
OFFICE OF THE PROVINCIAL GOVERNOR
Sorsogon Capitol Compound



FILE

ADMINISTRATIVE ORDER NO. 01 - 2023

PRESCRIBING THE DOCUMENTARY REQUIREMENTS FOR THE PURCHASE OF GOODS AND INFRASTRUCTURE PROJECTS AND FOR OTHER PURPOSES

WHEREAS, the Commission on Audit (COA) issued Circular No. 2012-001, dated June 14, 2012, with the subject "Prescribing the Revised Guidelines and Documentary requirements for Common Government Transactions";

WHEREAS, Article VIII, Section 23 of the Implementing Rules and Regulation of RA No. 9184, otherwise known as the "Government Procurement Reform Act," also specified the Eligibility Requirements for the Procurement of Goods and Infrastructure Projects;

WHEREAS, in compliance with said COA circular and the IRR of RA 9184, the Office of the Provincial Accountant provided a checklist for the minimum supporting original documents for the procurement of goods and infrastructure projects;

NOW, THEREFORE I, EDWIN "BOBOY" B. HAMOR, Governor of the Province of Sorsogon, by virtue of the power vested in me by law, do hereby order all offices, specially the Provincial Bids and Awards Committee (PBAC), to adhere to the requirements as provided under the Commission on Audit (COA) Circular No. 2012-001 and RA No. 9184. The required documentary attachments for the procurement of goods and infrastructure projects, be it for public bidding or in alternative mode, shall be that as stated in the checklist issued by the Office of the Provincial Accountant (PACCO).

Attached herewith are the checklist issued by the Office of the Provincial Accountant, for reference.

This Administrative Order shall take effect immediately upon its issuance as stated hereunder.

DONE, this 6th day of **January, 2023** in the City of Sorsogon, Province of Sorsogon.

EDWIN "BOBOY" B. HAMOR
Governor