

11/25

Corp. Planning

REPUBLIKA NG PILIPINAS
PAMBANSANG PANGASIWAAN NG PATUBIG
(NATIONAL IRRIGATION ADMINISTRATION)
LUNGSOD NG QUEZON

MC # 35, s. 1983

MEMORANDUM CIRCULAR

T O : ASSISTANT ADMINISTRATORS
MANAGERS OF DEPARTMENT/PROJECT/UPRIIS
REGIONAL IRRIGATION DIRECTORS
PROVINCIAL IRRIGATION ENGINEERS, IRRIGATION
SUPERINTENDENTS AND PROJECT ENGINEERS
ALL OTHERS CONCERNED
NATIONAL IRRIGATION ADMINISTRATION

SUBJECT : REVISED DELEGATED AUTHORITIES COVERING TECHNICAL MATTERS

FOR YOUR INFORMATION AND GUIDANCE ATTACHED IS A LIST OF AUTHORITIES COVERING TECHNICAL MATTERS DELEGATED TO OFFICIALS IN THE NIA, AS APPROVED UNDER BOARD RESOLUTION No. 4017-83 DATED NOVEMBER 14, 1983. TO FACILITATE REFERENCE, THESE AUTHORITIES ARE TABULATED, AS FOLLOWS:

TABLE I - THE MAXIMUM AMOUNT AN OFFICIAL MAY APPROVE

TABLE II - ACTION TO BE TAKEN BY OFFICIALS WITH RESPECT
TO AUTHORITY DELEGATED TO THEM.

THIS MEMORANDUM CIRCULAR TAKES EFFECT IMMEDIATELY. ALL PREVIOUS ISSUANCES INCONSISTENT WITH THE ATTACHED LIST ARE HEREBY REPEALED OR MODIFIED ACCORDINGLY.

(SGD.) CESAR L. TECH
ADMINISTRATOR

NOVEMBER 22., 1983

I. Table Showing the Maximum Amount an Official May Approve With Respect to the Activity Indicated

MO #35, 2-1983

ACTIVITY	PIE/IS/PE	RTD/FN OPN. PER. ADPT. FOR.	ASST. ADM.	ADMINISTRATOR	BOARD	MINISTER (Per Guidelines)
1 PROGRAM OF WORK	:	UP TO P500,000	up to P1 M	up to P5 M	:	Over P5 M
2 REQUEST TO UNDERTAKE FORCE ACCOUNT WORK	:	:	up to P1 M	up to P5 M but for notation by the Board	:	up to P10 M
3 CONSTRUCTION CONTRACTS AWARDED THRU:	:	:	:	:	:	:
3.1 domestic bidding*	:	:	up to P1M***	up to P5 M but for notation by the Board	up to P10 M	up to P15 M
3.2 international bidding*	:	:	:	up to P20 M but for notation by the Board	up to P40 M	up to P60 M
3.3 negotiation	:	:	:	:	:	up to P5 M
4 VARIATION ORDER ON CONTRACTS AWARDED THRU:	:	:	:	:	:	:
4.1 domestic bidding**	:	:	up to P250,000	up to P2 M/order:	:	up to P5 M/order
4.2 international bidding***	:	:	:	up to P3 M/order:	:	up to P5 M/order
4.3 negotiation	:	:	:	:	:	up to P2.5M/erd

*Resolution on award is signed by Bidding Committee and is approved by the Administrator.

**Cumulative total should not exceed 50% of original contract price

***Cumulative total should not exceed 25% of original contract price

****A monthly report shall be submitted to the Administrator on contracts he has approved under this authority.

I. Table Showing the Maximum Amount an Official May Approve with Respect to the Activity Indicated

ACTIVITY	PTE/IS/PE	RID/PM OPN. MGR./DEPT. MGR.	ASST. ADM.	ADMINISTRATOR	BOARD	MINISTER (Per Guidelines)
5 SUPPLY CONTRACTS THRU PUBLIC BIDDING	up to P50,000	up to P100,000	up to P250,000	up to P1 M.		up to P2 M.
6 ACQUISITION OF ROW						
6.1 donation (acceptance)		absolute donation*	conditional donation*			
6.2 absolute sale(execution/ approval)	up to P50,000*	up to P150,000*	up to P500,000*			
6.3 perpetual easement (execution/ approval)		based on assessed value of property				

*Copy to Treasury Department

II. Table showing the action to be taken by officials with respect to delegated authority

AUTHORITY	PIE/IS/PE	RID/PM/CM	ASST. ADMINISTRATOR	ADMINISTRATOR	BOARD	MINISTER
1 PROGRAM OF WORK up to P500,000 P1 million P5 million over P5 million	Proposes	Approves recommends proposes	approves recommends	approves Recommends		approves
2 REQUEST TO UNDERTAKE FORCE ACCOUNT WORK up to P1 million up to P5 million Over P5 million-P10 M		recommends	approves recommends	approves recommends	notes	approves
3 CONSTRUCTION CONTRACT* awarded thru:						
3.1 domestic bidding up to P1 million P5 million P10 million over P10 million-P15M			approves/signs** signs signs recommends	approves & trans- mits to Board recommends to Board signs	notes approves endorses to Min.	approves
3.2 international bidding up to P20 million Over P20M - P40 M Over P40M - P60 M			signs signs	approves recommends signs	notes approves endorses to Min.	approves
3.3 negotiation up to P5 million						approves
3.4 Local bidding (local minor contract): up to P500,000		signs	approves			

*Resolution on award of contract is signed by the Bidding Committee and is approved by the Administrator.

**A monthly report shall be submitted to the Administrator on contracts he has approved under this authority.

II. Table showing the action to be taken by officials with respect to delegated authority

ACTIVITY	O F E I C I A L					
	PIE/IS/PE	RID/PM/OM/DM	ASST. ADMINISTRATOR	ADMINISTRATOR	BOARD	MINISTER
4 VARIATION ORDER						
4.1 domestic bidding**						
up to ₦250,000		recommends	approves			
up to ₦2 million			recommends	approves		
up to ₦5 million				recommends	endorses	approves
4.2 international bidding***						
up to ₦3 million			recommends	approves		
over ₦3 million-₦5 M				recommends	endorses	approves
4.3 negotiation						
up to ₦2.5 million						approves
5. SUPPLY CONTRACTS						
thru public bidding						
up to ₦50,000	Approves					
₦100,000	signs	approves				
₦250,000		signs	approves			
₦1 million			signs	approves		
₦2 million				signs	endorses	approves
6 ACQUISITION OF ROW						
6.1 deed of absolute don.	signs/executes	accepts				
conditional donation		signs/executes	accepts			
6.2 deed of absolute sale						
up to ₦50,000	approves/executes					
₦150,000	signs/executes	approves				
₦500,000		signs/executes	approves			
6.3 deed on perpetual						
easement based on						
assessed value	signs/executes	approves				

**Cumulative total should not exceed 50% of original contract price.

***Cumulative total should not exceed 25% of original contract price.