



Acquired Asset Management Group
7th JELP Business Solution Center
Shaw Boulevard Mandaluyong City

INVITATION TO BID

October 30, 2020

The Pag-IBIG Fund Committee on Disposition of Acquired Assets hereby invites interested bidders who would like to purchase Pag-IBIG Fund acquired assets through Sealed Public Auction:

TRANCHE	AREAS	NO. OF UNITS	PERIOD OF ACCEPTANCE OF BID OFFERS	OPENING OF BID OFFERS
SPB 136 th	Batangas, Bulacan, Cavite, Laguna, Rizal & Metro Manila	400	November 09-13, 2020	November 17, 2020

GENERAL GUIDELINES

1. Interested parties are required to secure copies of **OFFER TO BID** (HQP-AAF-103 if individual bidder or HQP-AAF-238 if juridical entity) from the Acquired Asset frontline counter servicing, 2nd Floor JELP Business Solution Center, No. 409 Shaw Boulevard, Addition Hills, Mandaluyong City or may download the form at www.pagibigfund.gov.ph.
2. Inspect the chosen property/ies prior to submission of bid offer and determine if there are any unpaid dues on the property/ies. The properties shall be sold on an **"AS IS, WHERE IS"** basis which means that the buyer accepts whatever the physical status of the property/ies including whether it is occupied or not that whatever fees and dues pertaining to the properties shall be for the account of the winning bidder."
3. All interested bidders are encouraged to inspect the property/ies before tendering their offer/s. The list of the properties for public auction may be viewed at www.pagibigfund.gov.ph/aa/aa.aspx.
4. Discounts shall be given to winning bidders depending on their chosen mode of purchase, as follows:

MODE OF PAYMENT	ADDITIONAL DISCOUNT
CASH	20%
SHORT TERM INSTALLMENT	10%
LONG TERM INSTALLMENT	None

5. Bidders are encouraged to visit our website, www.pagibigfund.gov.ph/aa/aa.aspx five (5) days prior the actual opening of bid offers, to check whether there is any erratum posted on the list of properties posted under the sealed public auction.
6. Bidders shall be required to register at the frontline counter servicing prior to dropping of sealed bid offer/s. Only bid offers from registered bidders shall be accepted and a registration stub will be issued as proof of registration.
7. Acceptance of sealed bid offer/s shall be from **7:00 AM to 4:00 PM** starting **November 09, 2020** until **November 13, 2020**. Bidders are advised to submit their proposals together with a photocopy of their valid Identification (ID) card and latest proof of income only on the scheduled date of batch. No proposals shall be accepted earlier or later than the scheduled date.
8. Bidders may designate their Authorized Representatives, provided they shall issue the following documents:
 - a. Notarized Special Power of Attorney (SPA) for individual-bidder. *The SPA for bidding may be downloaded at www.pagibigfund.gov.ph (Other properties for sale-Disposition of Acquired Assets for Public Auction).* Also, if the bidder is based or is currently working abroad, SPA must be notarized at the Philippine Consular Office.
 - b. Secretary's Certificate for company-bidder .
- NOTE: The suggested template of the said documents may be downloaded at www.pagibigfund.gov.ph.
9. The bidder shall state in words and in figures the amount of his/her bid offer and his/her chosen mode of payment in the Offer to Bid form. The **BID OFFER** shall not be lower than the minimum bid set by the Fund.
10. In the absence of a chosen mode of payment, the default mode of payment shall be long-term installment. Likewise, change on the winning bidder's mode of payment shall not be allowed.

11. The determination of winning bidders shall be on **November 17, 2020 at No. 409 JELP Business Solutions Center, Shaw Boulevard, Bgy. Addition Hills, Mandaluyong City.**
12. The determination of winning bidders shall be monitored by a representative from **Commission on Audit (COA).** Attendance of the buyer in the venue is not required.
13. The bidder who offers the highest bid shall be declared as the winner.
14. In case there are identical offers constituting the highest bids, the tie shall be resolved by considering the Mode of Payment. The priority in terms of mode of payment shall be as follows:
 - a. Cash;
 - b. Short-Term Installment;
 - c. Long-Term Installment.
15. If there is still a tie after considering the mode of payment, it shall be resolved through toss coin. However, in case there are more than two (2) highest bidders, the tie shall be resolved through draw lots.
16. The result of the sealed public auction shall be released and posted in the Pag-IBIG Fund official website at www.pagibigfund.gov.ph. Bidders are encouraged to check the result on the said website.
17. Any notification sent by Pag-IBIG Fund through email or SMS shall be sufficient compliance to the notification requirements and presumed to be deemed received by the buyer. In this regard, the Bidder shall ensure that the contact number and email address indicated on the Offer to Bid are active. The bidder shall inform Pag-IBIG Fund immediately on any changes on his/ her contact number.
18. The winning bidder shall be required to pay his/ her **BID BOND** equivalent to five percent (5%) of the **BID OFFER** and shall be paid within 3 working days after the publication of the winning bidders. It shall be in Philippine Currency and may be in the form of cash or manager's check payable to Pag-IBIG Fund. It shall likewise serve as the down payment of the winning bidder.
19. For bidders whose bid bond is in the form of a **MANAGER'S CHECK**, they are advised to adhere to the current Bangko Sentral ng Pilipinas' (BSP) memorandum relative to the proper handling of checks: Do not staple, crumple, fold, bind or pin checks.
20. Payment of the remaining ninety five percent (95%) bid offer balance may either be thru any of the following modes:
 - a. **Cash Payment** – the balance on the net selling price shall be paid not later than thirty (30) calendar days from date of signing of Deed of Conditional Sale (DCS).
 - b. **Short-Term Installment** – the balance on the net selling price shall be paid in equal monthly installment and provided the chosen payment term shall not exceed twelve (12) months subject to an interest based on the Full Risk-Based Pricing Framework for three-year fixing period.
 - c. **Long-Term Installment** – payment shall be in the form of monthly amortization based on the approved term, which may be up to a maximum of thirty (30) years with the following considerations:
 - c.1. Approval and term shall be subject to eligibility requirements stipulated under the Circular 428 Omnibus Guidelines on Sale of Pag-IBIG Fund Real and Other Properties Acquired;
 - c.2. The amount shall be the bidder's bid offer, net of 5% downpayment;
 - c.3. The bidder shall be required to file his/her Long-Term Installment application and pay the processing fee within thirty (30) calendar days upon receipt of Notice of Award:
 - Processing fee of Two Thousand Pesos (P2,000.00);
 - Equity, if applicable;
 - c.4. In case the Bid Offer, net of the five percent (5%) bid bond and additional discount, is still higher than the approved amount for Long Term Installment, the amount in excess shall be treated as equity. It shall be paid by the buyer within thirty (30) calendar days from receipt of Notice of Conditional Approval of Sale (NCAS).
 - c.5. Original Borrowers who wish to participate on the Sealed Public Auction sale shall not be allowed to avail long term installment as mode of payment. They may only submit offer thru cash or short-term installment basis.
 - c.6. In case the application has been disapproved due to buyer's fault, the 5% bidder's bond shall be forfeited in favor of the Fund.
21. If the winning bidder fails or refuses to push through with the purchase of the property, or fails to pay in full the remaining balance within 30 calendar days from receipt of the Notice of Award (NOA), he shall lose his right as winning bidder and the 5% bidder's bond shall be forfeited in favor of the Fund.

22. The Fund shall declare the next highest bidder as the winning bidder in case the sale to the original winning bidder is cancelled. He shall be required to pay a down payment of 5% of the offer price within 15 calendar days from notification and the remaining ninety five percent (95%) of his/her bid offer within the approved payment period. In the event there are two (2) or more complying bidders, the same rule on resolving ties shall be applied.
23. Interested parties may visit the **Marketing and Sales Department** and contact Ms. Jennifer H. Garnica, Jodee Montalegre, Mr. Conan G. Acenas, Ms. Kheenee O. Arnejo, Mr. Jon Vernard A. Meranio, Ms. Leslie Anne B. Lising and Mr. Ron Michael G. Calina at tel. no. **(02) 8654-9244**. You may also email your inquiries for further details at masd.bidding@pagibigfund.gov.ph.

PAG-IBIG FUND RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, TO WAIVE ANY FORMALITY THEREIN OR ACCEPT SUCH BIDS AS MAY BE CONSIDERED MOST ADVANTAGEOUS TO THE FUND. THE DECISION OF THE FUND IS FINAL AND BINDING.

(Sgd.) ENGR. CHITO L. ENCISO
Chairman, Committee on Disposition of
Acquired Assets

<https://www.foreclosurephilippines.com>



INSTRUCTION TO BIDDERS

1. Select property/ies from the list of properties available for public auction posted at Pag-IBIG Fund official website @ www.pagibigfund.gov.ph then click properties for sale (Public Auction with discount or with no discount). Bidders should read the Invitation to Bid posted and download the following forms:
 - a. Offer to bid (individual or juridical)
 - b. Special Power of Attorney (if applicable) and
 - c. Instruction to bidders
2. Inspect the chosen property/ies prior to submission of bid offer and determine if there are any unpaid dues on the property/ies. The properties are **sold on an “As Is, Where Is” basis, whatever physical/ occupancy status and any fees, dues pertaining to the properties shall be for the account of the winning bidder.**
3. Secure two (2) copies of Offer to Bid Form (individual bidder or juridical entity) from Acquired Asset Counter Servicing, 2nd Floor JELP Business Solution Center, No. 409 Shaw Boulevard, Addition Hills, Mandaluyong City or download the form at www.pagibigfund.gov.ph.
4. Fill out 2 copies of Offer to Bid Forms (**should be properly accomplished to avoid disqualification of your bid offer/s**) and **AFFIX SIGNATURE** on the designated portion of the form.

NOTES:

 - a. The bid amount shall in no case be lower than the minimum bid price indicated in the Invitation to Bid.
 - b. Selling Price will be based on your bid amount/ offer
5. Bidder shall register and submit/ drop his sealed envelope at the Acquired counter servicing in accordance with the schedule date posted. Please provide another photocopy of valid ID upon registration.

Enclose in the envelope the following:

 - a. 2 duly accomplished Offer to bid forms
 - b. photocopy of valid IDs with 3 specimen signatures
 - c. proof of latest income
 - d. Special Power of Attorney together with valid IDs of attorney in fact if applicable
 - e. Signed copy of Instruction to Bidders
6. Cut off time for submission of offer/s is at 4:00 p.m.

No more bid offer/ s shall be accepted from the unregistered bidder/ s after the cut-off of time and date posted.
7. The opening of sealed envelopes shall be done on the date posted (bidders are not required to attend on the opening date as the IATF still prohibits mass gathering).
8. Should the bidder unable to register and submit their bid offer in person, the bidder may designate his/her/their Authorized Representative provided they shall present the following documents:
 - a. **For individual bidder** - Notarized Special Power of Attorney (SPA) together with one (1) government issued ID each for the bidder and Authorized Representative.

NOTE: In case the bidder is an OFW, the SPA shall be duly certified and authenticated by the Philippine Embassy or Consulate in the country where the bidder is assigned/working.
 - b. **For juridical entity** - Secretary's Certificate together with one (1) government issued ID each for the bidder and Authorized Representative.

NOTE: The suggested template of the said documents may be downloaded at www.pagibigfund.gov.ph.

(page 1 of 2)

9. Upon registration (based on the scheduled date posted), **drop the sealed bid envelope to the DESIGNATED BID BOX.**
10. At cut-off time, all bid offers received shall be opened on the scheduled date posted. Any bid offers submitted after the cut-off time shall no longer be accepted.
11. The bidder who offers the highest bid shall be declared as the winner. Bidder/s will be informed to pay his 5% bid bond and receive his Notice of Award within **3 working days after the notification.**
12. The result of the sealed public auction shall be released and posted in the Pag-IBIG Fund official website at www.pagibigfund.gov.ph. **Bidders are encouraged to check the result on the said website.**
13. The non-winning bidders will be informed after the opening and established the results of the highest bid offers.
14. If the winning bidder fails or refuses to push through with the purchase of the property, or fails to pay in full the remaining balance within 30 calendar days from receipt of the Notice of Award (NOA), he shall lose his right as winning bidder and the 5% bidder's bond shall be forfeited in Favor of the Fund.

PAG-IBIG FUND RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, TO WAIVE ANY FORMALITY THEREIN OR ACCEPT SUCH BIDS AS MAY BE CONSIDERED MOST ADVANTAGEOUS TO THE FUND. THE DECISION OF THE FUND IS FINAL AND BINDING.

Note:

Please be advised that only bidders or Attorney-In-Fact are allowed in the counter servicing to maintain social distancing in the area. You are required to wear face mask and face shield upon entry and provide your personal writing materials. Pag-IBIG Fund reserves the right to suspend the scheduled Sealed Public Auction in the event that provision provided in the IATF requirements are violated.

<https://www.foreclosurephilippines.com>

Conforme:

✓

Signature over printed name of bidder or
Attorney In-Fact (if any)

(page of 2 of 2)

Rank

OFFER TO BID

Date _____

To: Pag-IBIG FUND COMMITTEE ON DISPOSITION OF ACQUIRED ASSETS

Relative to your "**INVITATION TO BID**" on sale of acquired properties published in the newspaper/Pag-IBIG Fund website to be held on _____ at _____, I/We hereby submit my/our bid offer, subject to the terms and conditions stated in the Invitation to Bid and the Guidelines Implementing the Sale of Pag-IBIG Fund Acquired Assets Program:

1. Location of the Property: _____
Property Number: _____
2. Bid Offer: _____ (P _____)
3. Bid Bond (5% of Bid Offer): _____ (P _____)
4. Mode of Payment for the Remaining Balance of Bid Offer:
 - Cash (to pay within 30 days from signing of Deed of Conditional Sale)
 - Short Term Installment (to pay within _____ months) (maximum of 12 months)
 - Long Term Installment (to pay within _____ years) (maximum of 30 years) (please attach a copy of proof of income)

Buyer Information (Please write in BLOCK LETTERS):

NAME OF BUYER					DATE OF BIRTH																				
Last Name	First Name	Name Extension (e.g. Jr., III)	Middle Name	Maiden Name	m	m	d	d	y	y	y	y	y	y	y	y	y	y	y	y					
FORMER OWNER	PAG-IBIG MEMBER	GENDER	MARITAL STATUS		CITIZENSHIP																				
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Married	<input type="checkbox"/> Widow(er) <input type="checkbox"/> Legally Separated																					
Pag-IBIG MID NUMBER/RTN		SSS/GSIS ID NO.			TAXPAYERS ID NO. (TIN)			COMMON REFERENCE NO. (CRN)																	
NAME OF SPOUSE (IF MARRIED)					DATE OF BIRTH																				
Last Name	First Name	Name Extension (e.g. Jr., III)	Middle Name	Maiden Name	m	m	d	d	y	y	y	y	y	y	y	y	y	y	y	y					
PERMANENT HOME ADDRESS					CONTACT DETAILS (Indicate country code if abroad) COUNTRY + AREA CODE TELEPHONE NO. Cellphone No.																				
Unit/Room No., Floor	Building Name	Lot No., Block No., Phase No. or House No.	Street Name																						
Subdivision	Barangay	Municipality/City	Province and State Country (if abroad)	ZIP Code																					
PRESENT HOME ADDRESS					Home Tel. No.																				
Unit/Room No., Floor	Building Name	Lot No., Block No., Phase No. or House No.	Street Name																						
Subdivision	Barangay	Municipality/City	Province and State Country (if abroad)	ZIP Code																					
EMPLOYER/BUSINESS NAME					Employer/Business Tel. No.																				
EMPLOYER/BUSINESS ADDRESS					Email Address																				
Unit/Room No., Floor	Building Name	Lot No., Block No., Phase No. or House No.	Street Name																						
Subdivision	Barangay	Municipality/City	Province and State Country (if abroad)	ZIP Code																					
PREFERRED MAILING ADDRESS					<input type="checkbox"/> Present Home Address <input type="checkbox"/> Employer/Business Address <input type="checkbox"/> Permanent Home Address																				

(page 1 of 2)

THIS FORM MAY BE REPRODUCED. NOT FOR SALE.

Authorized Representative Information (if applicable) (Please write in BLOCK LETTERS):

NAME OF AUTHORIZED REPRESENTATIVE Last Name First Name Name Extension (e.g. Jr., III) Middle Name Maiden Name					DATE OF BIRTH <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>m</td><td>m</td><td>d</td><td>d</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td></tr></table>																							m	m	d	d	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y
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FORMER OWNER <input type="checkbox"/> Yes <input type="checkbox"/> No	PAG-IBIG MEMBER <input type="checkbox"/> Yes <input type="checkbox"/> No	GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female	MARITAL STATUS <input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Widow(er) <input type="checkbox"/> Legally Separated <input type="checkbox"/> Annulled		CITIZENSHIP																																												
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Subdivision	Barangay	Municipality/City	Province and State Country (if abroad)	ZIP Code																																													

CERTIFICATION

I/We certify that the foregoing information/statement is to my knowledge, true, correct, complete and updated and I/We investigate and inspect the said property/ies before tendering this offer to purchase. The signature appearing below is genuine. Further, I/We hereby agree of the following:

- 1) to purchase the property/ies on "As Is, Where Is" basis on which I/we accept the physical condition of the property/ies including whether it is occupied or not;
- 2) to hold Pag-IBIG Fund free and harmless from liabilities of whatever kind and nature arising out of any legal claims which may be filed by third persons involving the property/ies;
- 3) that I/We enclose my/our CASH payment/s or MANAGER's CHECK payable to the Pag-IBIG FUND, as bidder's bond in the amount at least 5% of the bid offer. The said deposit shall be returned if my/our proposal is deemed unsuccessful, or applied as part of the payment if my/our bid is declared as winning bid by the Pag-IBIG FUND.
- 4) that Pag-IBIG Fund has no commitment and makes no guaranty to approve the offer, as it is understood to be subject to final approval by Pag-IBIG Fund's approving authorities.
- 5) that should my/our application be approved, notarial and all other fees pertaining to the purchase of the property/ies shall be for my/our account.

Further, I/we hereby agree and consent to the collection, generation, use, processing, storage and retention of my/our personal information for the purpose/s of acquiring a Pag-IBIG Fund acquired asset/s. I/we understand that my/our personal information will be shared with other government agencies and to third parties as may be necessary, for the use of which shall be governed by the Republic Act No. 10173 also known as the "Data Privacy Act of 2012" and its implementing rules and regulations, I/we promise to notify Pag-IBIG Fund should there be any amendment or changes in my/our personal information indicated herein.

✓ _____ ✓ _____ Date _____
Signature of bidder Signature of Attorney-In-Fact, if any

THIS PORTION IS FOR Pag-IBIG FUND USE ONLY

Reviewed by	Date	Remarks
Noted by Committee on Disposition of Acquired Assets		

(page 2 of 2)

THIS FORM MAY BE REPRODUCED. NOT FOR SALE.

Rank

OFFER TO BID

Date _____

To: Pag-IBIG FUND COMMITTEE ON DISPOSITION OF ACQUIRED ASSETS

Relative to your "**INVITATION TO BID**" on sale of acquired properties published in the newspaper/Pag-IBIG Fund website to be held on _____ at _____, I/We hereby submit my/our bid offer, subject to the terms and conditions stated in the Invitation to Bid and the Guidelines Implementing the Sale of Pag-IBIG Fund Acquired Assets Program:

1. Location of the Property: _____ Property Number: _____
2. Bid Offer: _____ (P _____)
3. Bid Bond (5% of Bid Offer): _____ (P _____)
4. Mode of Payment for the Remaining Balance of Bid Offer:
 - Cash (to pay within 30 days from signing of Deed of Conditional Sale)
 - Short Term Installment (to pay within _____ months) (maximum of 12 months)

Company/Organization Information (Please write in BLOCK LETTERS):

NAME OF COMPANY/ORGANIZATION				DATE ESTABLISHED <table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td> </td><td> </td></tr> <tr><td>m</td><td>m</td><td>d</td><td>d</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td></tr> </table>																												m	m	d	d	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	
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TRADE NAME (IF ANY)				DATE OF INITIAL OPERATION <table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td> </td><td> </td></tr> <tr><td>m</td><td>m</td><td>d</td><td>d</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td><td>y</td></tr> </table>																												m	m	d	d	y	y	y	y	y	y	y	y	y	y	y	y	y	y	y	
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TYPE OF ORGANIZATION <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Others <input type="checkbox"/> Partnership <input type="checkbox"/> Local Government Unit (LGU) <input type="checkbox"/> Association _____				CONTACT DETAILS <small>(Indicate country code if abroad) COUNTRY + AREA CODE TELEPHONE NO. Cellphone No.</small> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>																																															
NATURE OF BUSINESS		NO. OF YEARS IN BUSINESS		Home Tel. No.																																															
Pag-IBIG EMPLOYER NO.		TAX IDENTIFICATION NUMBER (TIN)		Employer/Business Tel. No.																																															
OFFICE ADDRESS Unit/Room No., Floor Building Name Lot No., Block No., Phase No. or House No. Street Name				Email Address																																															
Subdivision Barangay Municipality/City Province and State Country (if abroad) ZIP Code																																																			
NAME OF KEY OFFICERS (Please attach separate sheet if necessary)				Pag-IBIG MID NUMBER/RTN				POSITION																																											

THIS FORM MAY BE REPRODUCED. NOT FOR SALE.

NAME OF AFFILIATED COMPANIES & RELATED BUSINESSES <small>(Please attach separate sheet if necessary)</small>	OFFICE ADDRESS	NATURE OF BUSINESS

Authorized Representative Information (Please write in BLOCK LETTERS):

NAME OF AUTHORIZED REPRESENTATIVE Last Name First Name Name Extension (e.g. Jr., III) Middle Name Maiden Name					DATE OF BIRTH <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td> </td> </tr> <tr> <td>m</td> <td>m</td> <td>d</td> <td>d</td> <td>y</td> </tr> </table>																m	m	d	d	y	y	y	y	y	y	y	y	y	y
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<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female	MARITAL STATUS <input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Widow(er) <input type="checkbox"/> Legally Separated <input type="checkbox"/> Annulled	CITIZENSHIP																														
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Subdivision	Barangay	Municipality/City	Province and State Country (if abroad)	ZIP Code	Email Address <input type="text"/>																													
EMPLOYER/BUSINESS NAME						PREFERRED MAILING ADDRESS <input type="checkbox"/> Present Home Address <input type="checkbox"/> Employer/Business Address <input type="checkbox"/> Permanent Home Address																												
EMPLOYER/BUSINESS ADDRESS Unit/Room No., Floor Building Name Lot No., Block No., Phase No. or House No. Street Name																																		
Subdivision	Barangay	Municipality/City	Province and State Country (if abroad)	ZIP Code																														

CERTIFICATION

I/We certify that the foregoing information/statement is to my knowledge, true, correct, complete and updated and I/We investigate and inspect the said property/ies before tendering this offer to purchase. The signature appearing below is genuine. Further, I/We hereby agree of the following:

- 1) to purchase the property/ies on **"As Is, Where Is"** basis on which I/we accept the physical condition of the property/ies including whether it is occupied or not;
- 2) to hold Pag-IBIG Fund free and harmless from liabilities of whatever kind and nature arising out of any legal claims which may be filed by third persons involving the property/ies;
- 3) that I/We enclose my/our CASH payment/s or MANAGER's CHECK payable to the Pag-IBIG FUND, as bidder's bond in the amount at least 5% of the bid offer. The said deposit shall be returned if my/our proposal is deemed unsuccessful, or applied as part of the payment if my/our bid is declared as winning bid by the Pag-IBIG FUND.
- 4) that Pag-IBIG Fund has no commitment and makes no guaranty to approve the offer, as it is understood to be subject to final approval by Pag-IBIG Fund's approving authorities.
- 5) that should my/our application be approved, notarial and all other fees pertaining to the purchase of the property/ies shall be for my/our account.

Further, I/we hereby agree and consent to the collection, generation, use, processing, storage and retention of my/our personal information for the purpose/s of acquiring a Pag-IBIG Fund acquired asset/s. I/we understand that my/our personal information will be shared with other government agencies and to third parties as may be necessary, for the use of which shall be governed by the Republic Act No. 10173 also known as the "Data Privacy Act of 2012" and its implementing rules and regulations, I/we promise to notify Pag-IBIG Fund should there be any amendment or changes in my/our personal information indicated herein.

Signature of Bidder

Signature of Attorney-In-Fact/
Representative, if any

Date

THIS PORTION IS FOR Pag-IBIG FUND USE ONLY

Reviewed by	Date	Remarks
Noted by Committee on Disposition of Acquired Assets		

THIS FORM MAY BE REPRODUCED. NOT FOR SALE.

SPECIAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

I/We _____, Filipino citizen/s, of legal age, single/married, with residence and postal address at _____ do hereby name, constitute, and appoint _____, of legal age, single/married, with residence and postal address at _____ to be my/our true and lawful Attorney-in-Fact, for me/us in my/our name, place and stead, to do and perform the following acts, to wit:

1. To participate, for and in my/our behalf, in a public auction of Pag-IBIG Fund Acquired Assets scheduled on _____ to be held at _____;
2. To make, sign and submit any documents which may be required by the Pag-IBIG Fund subject of my/our participation in public bidding and post-bid documentation thereafter if in case that my/our bid is declared as the winning bid;
3. To receive the Notice of Award issued by the Committee on Disposition of Acquired Assets of Pag-IBIG Fund once my/our bid offer is declared as the winning bid;
4. To receive my/our bidding documents, including the bidder's bond, from Committee on Disposition of Acquired Assets of Pag-IBIG Fund once my/our bid offer is declared as non-winning/ineligible bid; and
5. To perform other acts that the bidder is required to perform in relation to the said public auction of the Fund.

HEREBY GIVING AND GRANTING unto my/our said Attorney-in-Fact full power and authority to do and perform each and every act which may be necessary or convenient, in connection with any of the foregoing as fully to all intents and purposes as I/We might or could do, if personally present and acting in person, **HEREBY RATIFYING AND CONFIRMING** all that my said Attorney-in-Fact may also do or cause to be done under and by virtue of these presents.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, _____ at the Province/City of _____.

Attorney-in-Fact

Bidder

No. _____
Date of Issue _____
Expiry Date _____

No. _____
Date of Issue _____
Expiry Date _____

With marital consent

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE/CITY OF _____) S.S.

BEFORE ME, a Notary Public for and in _____, province/city of _____, this _____ day of _____, _____, personally appeared the named-persons in this Special Power of Attorney (SPA), who have satisfactorily proven to me their identity through their identifying documents written below their names and signature, that they are the same persons who executed and voluntarily signed the foregoing SPA, duly signed by their instrumental witnesses at the spaces herein provided which they acknowledged before me as their free and voluntary act and deed.

The foregoing instrument which relates to a SPA consists of _____ (____) pages including the page on which the acknowledgment is written, has been signed by the parties and instrumental witnesses on all pages thereof, in my presence, and sealed with my Notarial Seal.

WITNESS MY HAND AND NOTARIAL SEAL.

NOTARY PUBLIC

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of _____.