



Pag-IBIG FUND  
 CDO Housing Business Center  
 4th Floor Pag-IBIG Fund Bldg., JR Borja St., CDOC

## INVITATION TO BID

**April 19, 2021**

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
	<b>Agusan del Norte</b>	<b>11</b>	<b>April 12-16, 2021</b>	<b>April 19, 2021</b>

### **GENERAL GUIDELINES**

- 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, Pag-IBIG Fund Building-Jose Calo Aquino Avenue, Butuan City, Agusan del Norte or may download the form at [www.pagibigfund.gov.ph](http://www.pagibigfund.gov.ph).
- Properties shall be sold on an “AS IS, WHERE IS” basis which means that the bidder accepts whatever the physical status of the property/ies (including whether it is occupied or not).
- 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](http://www.pagibigfund.gov.ph/aa/aa.aspx).
- Discounts are not applicable during First Sealed Public Auction.
- Bidders are encouraged to visit our website, [www.pagibigfund.gov.ph/aa/aa.aspx](http://www.pagibigfund.gov.ph/aa/aa.aspx) five (5) working 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.
- Bidders shall be required to register at the Acquired Asset frontline counter servicing Pag-IBIG Fund Building-Jose Calo Aquino Avenue, Butuan City, Agusan del Norte, 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.
- Acceptance of sealed bid offer/s shall be from 8:00 AM to 4:00 PM starting April 12, 2021 until April 16, 2021. 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.
- Bidders may designate their Authorized Representatives, provided they shall issue the following documents:
  - Notarized Special Power of Attorney (SPA) for individual-bidder. *The SPA for bidding may be downloaded at [www.pagibigfund.gov.ph](http://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.
  - Secretary’s Certificate for company-bidder.

NOTE: The suggested template of the said documents may be downloaded at [www.pagibigfund.gov.ph](http://www.pagibigfund.gov.ph).

- 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.
- 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.
- The determination of winning bidders shall be on the following dates and details:

<u>Tranche</u>	<u>Date of Opening of Bid Offer/s</u>	<u>Location</u>
	April 19, 2021	4 <sup>th</sup> Flr.Pag-IBIG Fund Bldg. J.R. Borja St.,Cagayan de Oro City

- The determination of winning bidders shall be monitored by a representative from Commission on Audit (COA). Attendance of the bidder/s in the venue is not required.
- The bidder who offers the highest bid shall be declared as the winner.
- 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:
  - Cash;
  - Short-Term Installment;
  - 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](http://www.pagibigfund.gov.ph). Bidders are encourage 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 instalment 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% down payment;
    - 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 Acquired Asset Unit and contact Mr. Don Dino D. Gonzalez, Sam Elijah T. Velez, or you may contact tel. no. 08822) 722800, 09503530644, 09177085020. You may also email your inquiries for further details at [cdohbc.lrrd2@pagibigfund.gov.ph](mailto:cdohbc.lrrd2@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.) **ATTY. MARIE ANTONIETTE D. DIAZ**  
Chairman, Committee on Disposition of  
Acquired Assets

DATE OF REGISTRATION AND SUBMISSION OF BID OFFER/S: April 12 - 16, 2021

DATE OF OPENING OF BID OFFER/S: April 19, 2021 (1ST AUCTION)

ITEM NO.	ROPA ID	DESCRIPTION OF PROPERTY			TYPE	TCT/CCT Number	TCT STATUS	LOT AREA	FLOOR AREA	MINIMUM BID/ APPRAISED VAL.	APPRAISAL DATE	REMARKS
		BLOCK	LOT	PH								
<b>AGUSAN DEL NORTE</b>												
<b>EASTWOOD SUBDIVISION, BAAN KM 3, BUTUAN CITY, AGUSAN DEL NORTE</b>												
1	883202002190001	1	20		HOUSE/LOT	157-2013000478	CTS FOR CONSOLIDATION	143.00	57.24	2,062,300.00	1/24/2020	OCCUPIED
2	883201907160002	1	33		HOUSE/LOT	157-2016001912	REM FOR CONSOLIDATION	72.00	44.00	1,226,000.00	2/23/2021	OCCUPIED-CLOSED
<b>EMPLOYEES VILLAGE, LIBERTAD, BUTUAN CITY, AGUSAN DEL NORTE</b>												
3	883201907180007	14	30		HOUSE/LOT	157-2013000278	REM FOR CONSOLIDATION	150.00	120.00	1,446,409.50	2/23/2021	UNOCCUPIED
<b>JOSEPHINE HOMES SUBDIVISION, LIBERTAD, BUTUAN CITY, AGUSAN DEL NORTE</b>												
4	883201810230006	2	3		HOUSE/LOT	157-2014003519	REM FOR CONSOLIDATION	133.00	33.15	1,449,400.00	7/29/2020	UNOCCUPIED
<b>LAS CASAS ELENA SUBDIVISION, BAAN KM 3, BUTUAN CITY, AGUSAN DEL NORTE</b>												
5	883202001240001	15	7		HOUSE/LOT	RT-55651	CTS FOR CONSOLIDATION	124.00	42.00	1,589,400.00	11/15/2019	OCCUPIED-CLOSED
6	883201912230001	16	3		HOUSE/LOT	RT-55599	CTS FOR CONSOLIDATION	126.00	42.00	1,484,300.00	11/28/2019	OCCUPIED-CLOSED
<b>MARCONVILLE SUBDIVISION, MATABAO, BUENAVISTA, AGUSAN DEL NORTE</b>												
7	883201810230004		35		HOUSE/LOT	T-10878	REM FOR CONSOLIDATION	192.00	49.11	1,050,300.00	7/30/2020	OCCUPIED
<b>MONTE VISTA VILLAS, VILLA KANANGA, BUTUAN CITY, AGUSAN DEL NORTE</b>												
8	808318112000015	15	3		HOUSE/LOT	157-2020002156	HDMF	108.00	40.15	833,427.00	9/13/2019	UNOCCUPIED
<b>PRINCESS HOMES SUBDIVISION, SAN VICENTE, BUTUAN CITY, AGUSAN DEL NORTE</b>												
9	883202001270003	8	19	4	HOUSE/LOT	157-2015001150	REM FOR CONSOLIDATION	149.00	57.24	1,710,900.00	8/9/2019	UNOCCUPIED
<b>CINDERELLA SOUTH VILLA, AMBAGO, BUTUAN CITY, AGUSAN DEL NORTE</b>												
10	883201912160007	4	7		HOUSE/LOT	157-2018002997	HDMF	50.00	66.00	530,400.00	10/23/2019	UNOCCUPIED
<b>DOONGAN, BUTUAN CITY, AGUSAN DEL NORTE</b>												
11	883202001160001	3	12		HOUSE/LOT	T-26833	REM FOR CONSOLIDATION	75.00	114.28	1,789,600.00	3/17/2021	UNOCCUPIED

**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. \_\_\_\_\_

\_\_\_\_\_  
No. \_\_\_\_\_

Date of Issue \_\_\_\_\_

Date of Issue \_\_\_\_\_

Expiry Date \_\_\_\_\_

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 \_\_\_\_\_.

<b>Rank</b>

## 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 attached a copy of proof of income)

**Buyer Information (Please write in BLOCK LETTERS):**

<b>NAME OF BUYER</b>					<b>DATE OF BIRTH</b>																	
<i>Last Name</i>	<i>First Name</i>	<i>Name Extension (e.g. Jr., III)</i>	<i>Middle Name</i>	<i>Maiden Name</i>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </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> </tr> </table>										m	m	d	d	y	y	y	y
m	m	d	d	y	y	y	y															
<b>FORMER OWNER</b>		<b>PAG-IBIG MEMBER</b>		<b>GENDER</b>		<b>MARITAL STATUS</b>		<b>CITIZENSHIP</b>														
<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"/> Widower <input type="checkbox"/> Legally Separated <input type="checkbox"/> Annulled																
<b>Pag-IBIG MID NUMBER/RTN</b>			<b>SSS/GSIS ID NO.</b>		<b>TAXPAYERS ID NO. (TIN)</b>			<b>COMMON REFERENCE NO. (CRN)</b>														
<b>NAME OF SPOUSE (IF MARRIED)</b>					<b>DATE OF BIRTH</b>																	
<i>Last Name</i>	<i>First Name</i>	<i>Name Extension (e.g. Jr., III)</i>	<i>Middle Name</i>	<i>Maiden Name</i>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </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> </tr> </table>										m	m	d	d	y	y	y	y
m	m	d	d	y	y	y	y															
<b>PERMANENT HOME ADDRESS</b>					<b>CONTACT DETAILS</b>																	
<i>Unit/Room No., Floor</i>		<i>Building Name</i>		<i>Lot No., Block No., Phase No. or House No.</i>		<i>Street Name</i>		<i>(Indicate country code if abroad)</i>														
<i>Subdivision</i>		<i>Barangay</i>		<i>Municipality/City</i>		<i>Province and State Country (if abroad)</i>		<i>Country + AREA CODE TELEPHONE NO.</i>														
								<b>Cellphone No.</b>														
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<b>PRESENT HOME ADDRESS</b>					<b>Home Tel. No.</b>																	
<i>Unit/Room No., Floor</i>		<i>Building Name</i>		<i>Lot No., Block No., Phase No. or House No.</i>		<i>Street Name</i>		<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td> </tr> </table>														
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<b>EMPLOYER/BUSINESS NAME</b>					<b>Employer/Business Tel. No.</b>																	
					<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td> </tr> </table>																	
<b>EMPLOYER/BUSINESS ADDRESS</b>					<b>Email Address</b>																	
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					<b>PREFERRED MAILING ADDRESS</b>																	
					<input type="checkbox"/> Present Home Address <input type="checkbox"/> Employer/Business Address <input type="checkbox"/> Permanent Home Address																	



<b>Rank</b>

## 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 style="width: 100%; text-align: center;"> <tr> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </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></td><td></td> </tr> </table>											m	m	d	d	y	y	y	y		
m	m	d	d	y	y	y	y															
TRADE NAME (IF ANY)		DATE OF INITIAL OPERATION <table style="width: 100%; text-align: center;"> <tr> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </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></td><td></td> </tr> </table>											m	m	d	d	y	y	y	y		
m	m	d	d	y	y	y	y															
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 (Indicate country code if abroad) COUNTRY + AREA CODE TELEPHONE NO. Cellphone No. _____ _____ _____ Home Tel. No. _____ _____ Employer/Business Tel. No. _____ _____ Email Address _____ _____																				
NATURE OF BUSINESS	NO. OF YEARS IN BUSINESS																					
Pag-IBIG EMPLOYER NO.	TAX IDENTIFICATION NUMBER (TIN)																					
OFFICE 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																						
<b>NAME OF KEY OFFICERS (Please attach separate sheet if necessary)</b>	<b>Pag-IBIG MID NUMBER/RTN</b>	<b>POSITION</b>																				



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

**Authorized Representative Information (Please write in BLOCK LETTERS):**

NAME OF AUTHORIZED REPRESENTATIVE <i>Last Name      First Name      Name Extension (e.g. Jr., III)      Middle Name      Maiden Name</i>				DATE OF BIRTH <table border="1"> <tr> <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> </td><td> </td> </tr> </table>											m	m	d	d	y	y	y	y		
m	m	d	d	y	y	y	y																	
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"/> Annulled <input type="checkbox"/> Legally Separated	CITIZENSHIP																			
Pag-IBIG MID NUMBER/RTN		SSS/GSIS ID NO.	TAXPAYERS ID NO. (TIN)		COMMON REFERENCE NO. (CRN)																			
PERMANENT HOME ADDRESS <i>Unit/Room No., Floor      Building Name      Lot No., Block No., Phase No. or House No.      Street Name</i>				CONTACT DETAILS (Indicate country code if abroad) COUNTRY + AREA CODE TELEPHONE NO. Cellphone No. <table border="1"> <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> </tr> </table>																				
Subdivision      Barangay      Municipality/City      Province and State Country (if abroad)      ZIP Code																								
PRESENT HOME ADDRESS <i>Unit/Room No., Floor      Building Name      Lot No., Block No., Phase No. or House No.      Street Name</i>				Home Tel. No. <table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>																				
Subdivision      Barangay      Municipality/City      Province and State Country (if abroad)      ZIP Code				Employer/Business Tel. No. <table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>																				
EMPLOYER/BUSINESS NAME				Email Address <table border="1"> <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> </tr> </table>																				
EMPLOYER/BUSINESS ADDRESS <i>Unit/Room No., Floor      Building Name      Lot No., Block No., Phase No. or House No.      Street Name</i>				PREFERRED MAILING ADDRESS <input type="checkbox"/> Present Home Address <input type="checkbox"/> Employer/Business Address <input type="checkbox"/> Permanent Home Address																				
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.

\_\_\_\_\_ BIDDER

\_\_\_\_\_ AUTHORIZED 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		