



ZAMBOANGA HOUSING BUSINESS CENTER

INVITATION TO SUBMIT OFFER TO PURCHASE

February 14, 2024

The Pag-IBIG Fund Committee on Disposition of Acquired Assets hereby invites interested buyers who would like to purchase Pag-IBIG Fund acquired assets through negotiated sale:

PUBLICATION BATCH NO.	AREA/LOCATION OF PROPERTIES	NO. OF AVAILABLE UNITS	PERIOD OF ACCEPTANCE OF OFFERS
76107	Misamis Occidental Zamboanga del Sur Zamboanga Sibugay	1 14 18	February 26 to March 06, 2024

GENERAL GUIDELINES

- The list of the properties for negotiated sale may be viewed at *(link of the list on the website)*.
<https://www.pagibigfund.gov.ph/aa/aspx>
- Interested buyers are encouraged to inspect their desired property/ies to purchase prior to submission of offer.
- 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.
- The **OFFERED PRICE** per property **shall not fall below the minimum gross selling price** of the property set by the Fund.

Example: If the minimum gross selling price of the property is P600,000.00, the Offered Price to be indicated in the Offer to Purchase shall be “P600,000.00” or higher.

- Purchase of the said properties may be one of the following modes of sale:

a. GROUP SALE

- Available to interested buyers employed under the same employer. Their employer shall meet the following requirements prior to submission of offer:
 - Accredited pursuant to the criteria provided in the prevailing guidelines on the Pag-IBIG Fund Employer Accreditation Program.
 - Have a Collection Servicing Agreement (CSA) or will have CSA with the Fund relative to the deduction and remittance of housing amortization.

NOTE: This mode of sale is also available to members of employees’ associations or cooperatives whose employer has a CSA or willing to execute a CSA with the Fund.

- The interested buyers shall submit their individual offer stating their desired property to purchase, offered price and preferred mode of payment (cash, short-term installment, or long-term installment) to their group’s authorized representative.

- The group's representative shall batch the offers and accomplish Offer to Purchase (HQP-AAF-213) with attached List of Interested Employees/Members and Properties to be Purchased under Group Sale (HQP-AAF-214).
- The "aggregate Gross Selling Price" of the properties subject of group's initial offer for the year should be at least Ten Million Pesos (P10,000,000.00).

Example:

Desired Properties	Gross Selling Price*	Offered Price**
Property A	P3,000,000	P3,100,000
Property B	P3,000,000	P3,100,000
Property C	P4,000,000	P4,100,000
Total	P10,000,000	P10,300,000

*Set by Pag-IBIG Fund

**Set by the employee/members of the group

- The Fund shall grant a discount depending on the aggregate gross selling price of the properties as follows:

Gross Selling Price	Discount Rate
P10M to P50M	40%
More than P50M to P100M	42%
More than P100M	45%

- The Offer to Purchase and List shall be sealed in a mailing envelope.

b. BULK SALE

- Available to interested buyers of more than one (1) acquired asset with the aggregate "Gross Selling Price" of at least Ten Million Pesos (P10,000,000.00).

Example:

Desired Properties	Gross Selling Price*	Offered Price**
Property A	P3,000,000	P3,100,000
Property B	P3,000,000	P3,100,000
Property C	P4,000,000	P4,100,000
Total	P10,000,000	P10,300,000

*Set by Pag-IBIG Fund

**Set by the employee/members of the group

- Interested buyers shall accomplish Offer to Purchase (If an individual, HQP-AAF-212; if a juridical entity, HQP-AAF-213) indicating their preferred mode of payment (cash or short-term installment) together with a List of Properties to be Purchased under Bulk Sale (HQP-AAF-215).
- The Fund shall grant a discount depending on the aggregate gross selling price of the properties as follows:

Gross Selling Price	Discount Rate
P10M to P50M	40%
More than P50M to P100M	42%
More than P100M	45%

- The Offer to Purchase and List shall be sealed in a mailing envelope.

c. RETAIL SALE

- Available to any buyers who are interested to purchase Pag-IBIG Fund acquired assets.
- Interested buyers shall submit their offer indicating their preferred mode of payment (cash or short-term installment) using the form Offer to Purchase (If an individual, HQP-AAF-212; if a juridical entity, HQP-AAF-213).
- The Fund shall grant a discount depending on the chosen mode of payment:

Mode of Payment	Discount
Cash	30%
Short-Term Installment	20%
Long-Term Installment	10%

- If the mode of payment is through long term installment, the buyer shall attach a copy of his/her proof of income to the Offer to Purchase.
 - The Offer to Purchase shall be sealed in a mailing envelope.
6. The sealed envelope containing the offer shall be dropped in the drop box located at following, to wit.
 - ✓ Ipil Members Services Office, GF Avery Arcade, Sanito, Ipil, Zamboanga Sibugay 7001.
 - ✓ Pagadian Members Services Branch, 2F Trace Arcade Bldg., Pajares Ave., Pagadian City 7016.
 - ✓ Zamboanga HBC, L' Arcada Complex, MCLL Highway, Tetuan, Zamboanga City 7000.
 7. The interested buyer shall be required to register at the frontline counter prior to dropping of sealed offers. A Registration Stub will be issued as proof of registration.
 8. In case the offer will be dropped by a representative, an Authorization Letter signed by the buyer and photocopy of valid ID of the buyer with contact number shall be presented upon registration. The authorization shall only be limited to the dropping of sealed offer.
 9. Acceptance of sealed offers shall be from **(8:00 AM)** to **(5:00 PM)** starting **(February 26, 2024)** until **(March 06, 2024)**. No offers shall be accepted after the said cut-off time and date.
 10. The determination of winning offers shall be on **(March 11, 2024 at 09:00 AM)** at **Zamboanga Housing Business Center, 3rd and 4th Floor, L' Arcada Complex, MCLL Highway, Tetuan, Zamboanga City 7000.**
 11. The determination of winning offers shall be monitored by a representative from Commission on Audit (COA). Attendance of the buyer in the venue is only optional.
 12. The buyer who has the **HIGHEST OFFERED PRICE** on a specific property shall be considered the winner.
 13. In case there are identical offers constituting the highest offer on a specific property, the tie shall be resolved by toss coin. However, in case there are more than two (2) highest offerors, the tie shall be resolved through draw lots.
 14. The result of the negotiated sale shall be released and posted in the Pag-IBIG Fund official website at www.pagibigfund.gov.ph on the following week after the scheduled date of determination of winning offers. Buyers are encouraged to check the result on the said website.
 15. Any notification sent by Pag-IBIG Fund through email or SMS shall be sufficient compliance to the notification requirement and presumed to be deemed received by the buyer. In this regard, the Buyer shall ensure that the contact number and email address indicated on the Offer to Purchase are active. The buyer shall inform Pag-IBIG Fund immediately on any changes on his/her contact number.
 16. The winning buyer shall be required to pay a **NON-REFUNDABLE RESERVATION FEE OF ONE THOUSAND PESOS (P1,000.00)** (except for Bulk Sale) within five (5) working days from date of receipt of Notice of Award (NOA). If the mode of payment is through cash or short-term installment, a downpayment of at least five percent (5%) of the net selling price shall be paid together with the reservation fee.
 17. The winning buyers must abide by the terms and conditions of his chosen mode of payment:
 - 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 installments, provided that 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. For Bulk Sale, the applicable interest rate shall be based on the Fund's Full Risk-Based Pricing Framework for Wholesale Loans.
 - 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:
 - i. 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.
 - ii. The amount shall be the buyer's offered price.
 - iii. The buyer shall be required to file his/her Long-Term Installment application and pay the following incidental expenses within thirty (30) calendar days from payment of reservation fee:
 - Processing fee of Two Thousand Pesos (P2,000.00) shall be paid upon submission of complete requirements.
 - Equity, if applicable.
 - One-year advance insurance premiums (sales redemption insurance as well as non-life insurance).
 - iv. In case the Offered Price, net of downpayment (if any) 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).

- v. Original Borrowers who wish to participate on the negotiated 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.
 - vi. In case the application has been disapproved due to buyer's fault, any downpayment not to exceed 5% of the net selling price and processing fee shall be forfeited in favor of the Fund.
18. The winning buyer shall take possession of the property without seeking assistance from the Fund.
19. If the winning buyer fails or refuses to push through with the purchase of the properties, or fails to comply with the terms and conditions of the sale, he/she shall lose his/her right as the winning buyer and the Fund shall offer the subject property/ies on the next list of properties to be offered for negotiated sale.
20. Interested parties may visit the **Acquired Assets Section, Loans Management and Recovery Division, Western Mindanao Housing Business Center** and contact **Benjan C. Araño** at Tel. nos. **0947-4881690**.

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

(SGD) ENGR. NOLI D. ARMADA

Vice President, Home Lending Operations – Visayas/Mindanao Group
Chairman, Committee on Disposition of Acquired Assets

<https://www.foreclosurephilippines.com>



ZAMBOANGA HOUSING BUSINESS CENTER

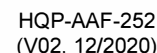
LIST OF ACQUIRED ASSETS AVAILABLE FOR NEGOTIATED SALE

Publication Batch Number : **76107**

Acceptance Period: **February 26 - March 06, 2024**

ITEM NO.	PROPERTY NUMBER	PROPERTY LOCATION	TYPE	TCT/CCT NO.	LOT AREA	FLOOR AREA	MINIMUM GROSS SELLING PRICE	APPRAISAL DATE	REQUIRED GROSS MONTHLY INCOME FOR BUYERS WHO WILL CHOOSE LONG TERM INSTALLMENT AS MODE OF PAYMENT (Amount is based on minimum gross selling price, required GMI may change depending on actual Offered Price)	REMARKS
SINGLE DETACHED / ZAMBOANGA DEL SUR										
1	807718112100015	Lot 292-D-8-B 3 DAO PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-46,952	250.00	42.35	1,012,855.00	08/16/2022	17,818.06	Unoccupied
2	807719012200103	Lot 7 Blk. 2 Phase III VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-131-2014000037	120.00	37.50	1,141,800.00	05/10/2023	20,086.45	Occupied
3	807719012200029	Lot 11 Blk. 12 Phase I VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-36,850	150.00	47.60	1,325,900.00	08/16/2022	23,325.13	Occupied
4	807719012200077	Lot 5 Blk. 7 Phase II VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-44,242	150.00	43.62	1,217,000.00	07/19/2022	21,409.37	Occupied
5	807718112100129	Lot 12 Blk. 9 Phase I S VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-131-2017000303	120.00	40.00	891,000.00	11/02/2023	15,674.40	Occupied
6	807719062800034	Lot 6 and 11 Blk. 9 Phase II VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-44,272 / 44,277	280.00	71.74	1,105,510.00	10/11/2023	19,448.04	Occupied
7	807719012200009	Lot 14 Blk. 12 Phase I VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-36,853	152.00	42.35	929,195.00	08/16/2022	16,346.32	Unoccupied
8	807719012200028	Lot 13 Blk. 12 Phase I VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T- 36,852	150.00	42.35	1,070,265.00	07/11/2023	18,828.02	Unoccupied
9	807719012200005	Lot 4 Blk. 6 YONGCO EXECUTIVE VILLAGE KAWIT PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-41,402	150.00	79.47	1,290,900.00	07/19/2022	22,709.41	Occupied
10	807719012200047	Lot 6 Blk. 2 YONGCO EXECUTIVE VILLAGE KAWIT PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-41,345	150.00	39.00	774,750.00	07/19/2022	13,629.34	Occupied
11	807719012200004	Lot 3 Blk. 6 YONGCO EXECUTIVE VILLAGE KAWIT PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Detached	T-41,401	150.00	79.47	1,290,900.00	07/19/2022	22,709.41	Occupied
LOT ONLY / MISAMIS OCCIDENTAL										
12	807718112100098	Lot 5792-B-1-B-2-A LANGCANGAN UPPER OROQUIETA CITY MISAMIS OCCIDENTAL REGION 10 (NORTHERN MINDANAO) 7207	Lot Only	T-6284	198.00		534,600.00	06/15/2022	9,404.64	
DUPLEX WITH FIREWALL / ZAMBOANGA DEL SUR										
13	807719012200070	Lot 13180-B-6-B Phase 1 INDIVIDUAL MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Duplex with Firewall	131-2014000637	240.00	54.90	1,358,555.00	11/22/2022	23,899.59	Occupied
SINGLE DETACHED / ZAMBOANGA-SIBUGAY										
14	877202112310004	Lot 1290-A2D3G TOP MARS SUBDIVISION - DE LEON VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	130-2021001631	143.00	42.00	1,176,800.00	10/30/2023	20,702.17	Occupied
15	877202112230009	Lot 1290A2D4A5 TOP MARS SUBDIVISION - DE LEON VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	(T-55177) 130-202000	200.00	42.00	1,160,200.00	10/30/2023	20,410.15	Occupied
16	877202112310013	Lot 1290-A2D2C2A TOP MARS SUBDIVISION - DE LEON VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	130-2021001643	162.00	42.00	1,084,344.00	10/30/2023	19,075.69	Unoccupied
17	807719062800077	Lot 17 Blk. 13 Phase IV TOP MARS (PHASE 4) PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-130-2014000969	80.00	25.00	713,700.00	07/21/2023	12,555.35	Occupied
18	807719062800090	Lot 9 Blk. 12 Phase IV TOP MARS (PHASE 4) PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-130-2014000937	80.00	30.00	658,480.00	07/17/2023	11,583.93	Occupied
19	807719062800097	Lot 8 Blk. 13 Phase IV TOP MARS (PHASE 4) PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-130-2014000960	80.00	30.00	713,000.00	07/21/2023	12,543.04	Occupied
20	807719062800046	Lot 5 Blk. 12 Phase IV TOP MARS (PHASE 4) PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-130-2014000933	80.00	30.00	606,325.00	05/05/2023	10,666.42	Unoccupied
21	807719062800053	Lot 10 Blk. 9 GRAND MELAN SUBDIVISION GUITUAN IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-61,804	120.00	70.50	991,355.00	05/05/2023	17,439.84	Unoccupied
22	807718112100179	Lot 11 Blk. 6 Phase II IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,067	153.00	58.10	1,620,200.00	06/16/2023	28,502.43	Occupied

ITEM NO.	PROPERTY NUMBER	PROPERTY LOCATION	TYPE	TCT/CCT NO.	LOT AREA	FLOOR AREA	MINIMUM GROSS SELLING PRICE	APPRAISAL DATE	REQUIRED GROSS MONTHLY INCOME FOR BUYERS WHO WILL CHOOSE LONG TERM INSTALLMENT AS MODE OF PAYMENT (Amount is based on minimum gross selling price, required GMI may change depending on actual Offered Price)	REMARKS
23	807718112100231	Lot 6 Blk. 9 Phase II Section No IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,110	150.00	58.10	1,652,000.00	07/18/2022	29,061.85	Occupied
24	807718112100257	Lot 8 Blk. 7 Phase II IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,077	150.00	58.10	1,576,300.00	11/03/2023	27,730.14	Occupied
25	807718112100256	Lot 07 Blk. 7 Phase II IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,076	160.00	58.10	1,515,200.00	05/27/2022	26,655.28	Occupied
26	807718112100172	Lot 10 Blk. 7 Phase II IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,079	150.00	56.00	1,518,230.00	05/29/2023	26,708.58	Occupied
27	807718112100177	Lot 10 Blk. 6 Phase II IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,066	164.00	56.60	1,565,126.00	06/16/2023	27,533.57	Occupied
28	807719012200089	Lot 17 Blk. 8 Phase II IMMANUEL SUBDIVISION II VETERAN S VILLAGE (RUIZ) IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-62,102	150.00	58.10	1,565,600.00	11/03/2023	27,541.91	Occupied
29	807718112100268	Lot 06 Blk. 3 Phase I Section No IMMANUEL HOMES SUBDIVISION UPPER PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	T-60,633	80.00	30.00	521,862.00	02/17/2023	9,180.55	Unoccupied
30	877201908270008	Lot 21 Blk. 9 Phase 4 TOP MARS (PHASE 4) PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Single Detached	1302014000877	80.00	30.00	738,700.00	06/09/2023	12,995.15	Unoccupied
DUPLEX WITH EAVES / ZAMBOANGA DEL SUR										
31	807718112100051	Lot 8 Blk. 16 Phase I 2 VETTALEA HIGHLAND HOMES MANGA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Duplex with Eaves	T-36,928	100.00	28.60	579,980.00	10/11/2022	10,202.96	Occupied
SINGLE ATTACHED / ZAMBOANGA DEL SUR										
32	807719062800051	Lot 11 Blk. 6 VILLA BUENAVISTA BUENAVISTA PAGADIAN CITY ZAMBOANGA DEL SUR REGION 9 (ZAMBOANGA PENINSULA) 7016	Single Attached	T-44,890	100.00	42.00	790,840.00	03/03/2023	13,912.39	Unoccupied
DUPLEX / ZAMBOANGA SIBUGAY										
33	807719062800085	Lot 25 Blk. 13 Phase IV TOP MARS (PHASE 4) PANGI IPIL (CAPITAL) ZAMBOANGA SIBUGAY REGION 9 (ZAMBOANGA PENINSULA) 7001	Duplex	T-130-2014000977	66.00	25.00	536,506.00	07/21/2023	9,438.17	Unoccupied



REQUIRED DOCUMENTS	WHERE TO SECURE
<p>2. Signed and notarized Deed of Conditional Sale (DCS, 4 original copies).</p> <p><i>For Long-Term Installment:</i></p> <p>1. Complete documentary requirements for application for long term installment.</p> <p>2. Payment of Processing Fee, advance 1-year insurance premiums and equity, if any.</p>	<p>Pag-IBIG Branch</p> <p><i>Refer to Checklist of Requirements for Application for Long Term Installment Sale Mode of Payment (HQP-AAF-253)</i></p> <p>Buyer</p>
<p>NOTE: In all instances wherein photocopies are submitted, the original document must be presented for authentication.</p>	
<p>IF THRU REPRESENTATIVE/ATTORNEY-IN-FACT - INDIVIDUAL PERSON</p> <p><u>To be sealed in the offer envelope</u></p> <p>1. Duly accomplished Offer to Purchase (HQP-AAF-212, 2 original copies) signed by the Buyer/ Attorney-In-Fact</p> <p>2. Authorization Letter signed by the Buyer (1 original or printed digital copy) – only applicable for dropping of offer (NOTE: Photocopy of the notarized SPA is required upon claiming the Notice of Award after winning the negotiated sale.) or; Notarized Special Power of Attorney (SPA) signed by the buyer (1 original copy, 1 photocopy)</p> <p><u>For OFW</u></p> <p>✓ For SPA executed and notarized in the Philippines, include a photocopy of passport/ seaman's book reflecting the entry date and/or exit date to/from the Philippines (1 original copy, 1 photocopy)</p> <p>✓ For documents executed abroad (1 original copy, 1 photocopy)</p> <ul style="list-style-type: none"> ▪ For Non-Apostille Countries - SPA authenticated by a Philippine Consular Officer, or SPA notarized by a local notary (of the country where the member is working) but duly authenticated by a Philippine Consular Officer ▪ For Apostille Countries - Apostille SPA <p>3. One (1) Valid ID with signature (photocopy, back-to-back) of the Buyer and Attorney-in-Fact. Any of the following:</p> <ul style="list-style-type: none"> - Passport - Driver's License - Professional Regulation Commission (PRC) ID - Integrated Bar of the Philippines (IBP) ID - National Bureau of Investigation (NBI) Clearance - Police Clearance - Postal ID - Voter's ID 	<p>Pag-IBIG Website (www.pagibigfund.gov.ph) or any Pag-IBIG Branch</p> <p>Buyer</p> <p>Person being Represented</p> <p>Philippine Embassy of Host Country/ Government</p> <p>Philippine Embassy of Host Country/ Government</p> <p>Department of Foreign Affairs (DFA) Land Transportation Office (LTO) Professional Regulation Commission (PRC) Integrated Bar of the Philippines (IBP) National Bureau of Investigation (NBI) Local Police Station Post Office Commission on Election (COMELEC)</p>

REQUIRED DOCUMENTS	WHERE TO SECURE
<ul style="list-style-type: none"> - GSIS e-Card - Social Security System (SSS) Card - Senior Citizen Card - OWWA ID - Overseas Filipino Worker (OFW) ID - Seaman's Book or Seafarer's Identification and Record Book (SIRB) - Alien Certification of Registration/Immigrant Certificate of Registration - National Council for the Welfare of Disabled Persons (NCWPD) Certification - Department of Social Welfare and Development (DSWD) Certification - Government Office and GOCC ID (e.g. AFP ID, Pag-IBIG Loyalty Card) <p>4. If chosen mode of payment is Long Term Installment, photocopy of Proof of Income (1 copy).</p> <p><u>After winning the negotiated sale</u></p> <ol style="list-style-type: none"> 1. Payment of Non-Refundable Reservation Fee of One Thousand Pesos (P1,000) 2. For cash or short-term installment mode of payment, payment of downpayment of at least 5% of the net offer price. <p><u>For compliance after payment of reservation fee and downpayment, if any</u> <u>For Cash or Short-Term Installment:</u></p> <ol style="list-style-type: none"> 1. Signed Certificate of Acceptance/Katibayan sa Pagtanggap (HQP- AAF-145) (2 original copies). 2. Signed and notarized Deed of Conditional Sale (DCS, 4 original copies). <p><u>For Long-Term Installment:</u></p> <ol style="list-style-type: none"> 1. Complete documentary requirements for application for long term installment. 2. Payment of Processing Fee, advance 1-year insurance premiums and equity, if any. 	<p>Government Service Insurance System (GSIS) Social Security System (SSS) Local Government Unit (LGU) Overseas Workers Welfare Administration (OWWA) Philippine Overseas Employment Administration (POEA) Maritime Industry Authority (MARINA)</p> <p>Bureau of Immigration (BI)</p> <p>National Council on Disability Affairs (NCDA)</p> <p>Department of Social Welfare and Development (DSWD) Government Office/Government-Owned and Controlled Corporation (GOCC)</p> <p>Please refer to the acceptable proof of income indicated in the <i>Checklist of Requirements for Application for Long Term Installment Sale Mode of Payment (HQP-AAF-253)</i>.</p> <p>Buyer</p> <p>Buyer</p> <p>Pag-IBIG Branch</p> <p>Pag-IBIG Branch</p> <p><i>Refer to Checklist of Requirements for Application for Long Term Installment Sale Mode of Payment (HQP-AAF-253)</i></p> <p>Buyer</p>
<p>NOTE: In all instances wherein photocopies are submitted, the original document must be presented for authentication.</p>	
<p>IF THRU REPRESENTATIVE/ATTORNEY-IN-FACT - ORGANIZATION (JURIDICAL ENTITY)</p> <p><u>To be sealed in the offer envelope</u></p> <ol style="list-style-type: none"> 1. Duly accomplished Offer to Purchase (HQP-AAF-213, 2 original copies) signed by the authorized representative. 	<p>Pag-IBIG Website (www.pagibigfund.gov.ph) or any Pag-IBIG Branch</p>

For more foreclosed property listings, auction schedules, and real estate investing tips, visit <https://www.foreclosurephilippines.com>

Rank

OFFER TO PURCHASE

_____ Date

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

Relative to the sale of Pag-IBIG Fund acquired assets under Negotiated Sale with Publication Batch No. _____, I/We hereby submit my/our offer to purchase the property/ies as described below subject to the terms and conditions of the Omnibus Guidelines Implementing the Sale of Pag-IBIG Fund Acquired Assets Program:

1. Mode of Sale: ☐ Retail Sale ☐ Bulk Sale ☐ Group Sale
2. Location of the Property (if multiple properties, please attach list of properties to purchase):

_____ Property Number: _____
3. Minimum Selling Price: _____ (P _____)
4. **Offered Price (must be equal to or higher than the Minimum Gross Selling Price):** _____ (P _____)
5. Mode of Payment: ☐ 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, not applicable for bulk sale) (please attached a copy of proof of income)

I/We certify that the information/statement indicated herein is to my/our 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 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.
- 4) 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 including the posting of my/our name/s in the Pag-IBIG Fund website in case I/we win on the negotiated sale. 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 OFFEROR
OVER PRINTED NAME

SIGNATURE OF AUTHORIZED
REPRESENTATIVE OVER PRINTED NAME
(IF ANY)

DATE

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

(Note: Authorized Representatives must be armed with an SPA when transacting with Pag-IBIG Fund)

THIS PORTION IS FOR Pag-IBIG FUND USE ONLY

THIS FORM MAY BE REPRODUCED. NOT FOR SALE.