



**Tuguegarao Housing Business Center**  
2<sup>nd</sup> Floor Editha Tuddao Building, Balzain Highway,  
Tuguegarao City, Cagayan

## INVITATION TO SUBMIT OFFER TO PURCHASE

(May 07, 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
34072	Cagayan, Isabela, Nueva Vizcaya and Quirino,	16	April 30, 2024 – May 06, 2024

### GENERAL GUIDELINES

- The list of the properties for negotiated sale may be viewed at ([www.pagibigfund.gov.ph/aa/aa.aspx](http://www.pagibigfund.gov.ph/aa/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
<b>Total</b>	<b>P10,000,000</b>	<b>P10,300,000</b>

\*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
<b>Total</b>	<b>P10,000,000</b>	<b>P10,300,000</b>

\*Set by Pag-IBIG Fund

\*\*Set by the Buyer

- 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 **Ground Floor, Editha Tuddao Building, Balzain Highway, Tuguegarao City, Cagayan.**
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, a Special Power of Attorney (SPA)/Secretary's Certificate shall be included in the sealed envelope. The authority given to the representative shall only be limited to the dropping of offer and receipt of Notice of Award.
9. Acceptance of sealed offers shall be from **08:00AM** to **05:00PM** starting **April 30, 2024** until **May 06, 2024**. No offers shall be accepted after the said cut-off time and date.
10. The determination of winning offers shall be on **May 07, 2024 09:00AM** at **2nd Floor, Huddle Room, Editha Tuddao Building, Balzain Highway, Tuguegarao City, Cagayan.**

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](http://www.pagibigfund.gov.ph) on the following week after the scheduled date of determination of winning offers. Buyers are encourage 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:
    - 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 buyer's offered price;
    - c.3. 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);
    - c.4. 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).
    - c.5. 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.
    - c.6. 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 Loans Management Division-Asset Recovery Group and contact Engr. Rodrigo Eulalio Joel B. Calagui or any staff of the Acquired Asset Group at tel. nos. 844-0534/1448/2285 and mobile nos. 0995-221-8485 (Globe)/ 0919-465-2904 (Smart). You may also email your inquiries for further details at [tuguegaraohbc@pagibigfund.gov.ph](mailto:tuguegaraohbc@pagibigfund.gov.ph).

**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.**

04/22/2024

for: **NANETTE GERARDA T. ABILAY**  
 Chairman, Committee on Disposition of  
 Acquired Assets

**TUGUEGARAO HOUSING BUSINESS CENTER**  
**LIST OF ACQUIRED ASSETS AVAILABLE FOR NEGOTIATED SALE**

HQP-AAF-211  
(V02, 11/2021)

Publication Batch Number: 34072

ITEM NO.	PROPERTY NUMBER	PROPERTY LOCATION	TYPE	TCT/CCT NO.	LOT AREA	FLOOR AREA	MINIMUM GROSS SELLING PRICE	APPRAISAL DATE	REMARKS
<b>CAGAYAN APARRI</b>									
1	803419031100011	L 810-B-2-C & 810-B-2-D, Macanaya, Aparri, Cagayan	House & Lot	032-2018000100 & 032-2018000101	420.00	182.41	4,649,700.00	1/24/2024	UNOCCUPIED/Title in the Name of HDMF
<b>ISABELA HOUSE &amp; LOT/ILAGAN</b>									
2	803418092800118	L 6331-A, Alinguigan 1st, Ilagan, Isabela	House & Lot	P-93629	806.00	104.38	1,446,100.00	3/9/2024	UNOCCUPIED/title for Consolidation
3	803418092800035	B 10, L 01, Osmeña (Sinippil), City of Ilagan, Isabela	House & Lot	T-350827	280.00	104.00	890,000.00	9/12/2023	OCCUPIED/Title for Consolidation
4	834202310200001	B 11, L 32, Pcs-(af)-02-004752, Villa Jesusa-1 Subdivision, Alibagu, City of Ilagan, Isabela	House & Lot	035-2019003325	93.00	91.14	2,624,800.00	1/30/2023	OCCUPIED/Title in the Name of HDMF
5	834201911290001	B 17, L 01, City Homes Subdivision, Alibagu, Ilagan, Isabela	House & Lot	035-2018003997	238.00	25.00	1,533,800.00	2/22/2023	OCCUPIED/Title in the Name of HDMF
<b>LOT ONLY/ILAGAN</b>									
6	803419031100018	B 11, L 24, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela	Lot Only	035-2019002041	116.00	0.00	580,000.00	2/1/2024	UNOCCUPIED/title in the Name of HDMF
7	803419031100033	B 11, L 25, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela	Lot Only	035-2019002040	105.00	0.00	525,000.00	2/1/2024	UNOCCUPIED/title in the Name of HDMF
8	803419031100020	B 11, L 26, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela	Lot Only	035-2018003995	105.00	0.00	546,000.00	2/1/2024	UNOCCUPIED/title in the Name of HDMF
9	803419031100032	B 11, L 27, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela	Lot Only	035-2018003996	105.00	0.00	546,000.00	2/1/2024	UNOCCUPIED/title in the Name of HDMF
<b>CAUAYAN CITY</b>									
10	834202306080001	Lot 502, Pls-595-Ext, Tagaran, Cauayan City, Isabela	House & Lot	T-347630	475.00	119.25	3,363,300.00	2/13/2023	OCCUPIED/Title for Consolidation
<b>ANGADANAN</b>									
11	803418092800176	L A, Centro 2, Angadanan, Isabela	House & Lot	035-2019000039	408.50	509.75	6,764,050.00	3/9/2024	UNOCCUPIED/title in the Name of HDMF
<b>LOT ONLY/SAN AGUSTIN</b>									
12	803418092800099	L 2143-A-1, Masaya Norte, San Agustin, Isabela	Lot Only	165-2015002714	1,621.00	0.00	1,047,798.19	1/22/2024	UNOCCUPIED/Title in the Name of HDMF
<b>NUEVA VIZCAYA BAGABAG</b>									
13	803418092800130	L 1-B-2-B-7, Paniqui, Bagabag, Nueva Vizcaya	House & Lot	036-2016003176	245.00	182.26	2,624,636.00	1/15/2024	OCCUPIED/Title in the Name of HDMF
<b>QUEZON</b>									
14	834201910230002	L 5144-A-5-D-1, Baresbes, Quezon, Nueva Vizcaya	House & Lot	036-2016003177	434.00	119.40	1,091,700.00	1/15/2024	OCCUPIED/Title in the Name of HDMF
15	803418092800116	L 5270-B, Darubba, Quezon, Nueva Vizcaya	House & Lot	036-2015003380	543.00	83.50	622,300.75	1/15/2024	OCCUPIED/Title in the Name of HDMF
<b>QUIRINO LOT/DIFFUN</b>									
16	803418092800111	L 117, Rizal, Diffun, Quirino	Lot Only	037-2015000430	804.00	0.00	1,206,000.00	2/5/2024	UNOCCUPIED/Title in the Name of HDMF

JOSUEL A. OLIVAS



# Negotiated Sale

## Batch 34072

Tuguegarao Housing Business Center



L 810-B-2-C & 810-B-2-D, Macanaya, Aparri, Cagayan  
Minimum Selling Price: 4,649,700.00



Item  
Number

1



L 6331-A, Alinguigan 1st, Ilagan, Isabela  
Minimum Selling Price: 1,446,100.00



Item  
Number

2



B 10, L 01, Osmeña (Sinippil), City of Ilagan, Isabela

Minimum Selling Price: 890,000.00



Item  
Number

Geo Tagging

17.133408,121.872736

3





B 11, L 32, Pcs-(af)-02-004752, Villa Jesusa-1 Subdivision,  
Alibagu, City of Ilagan, Isabela  
Minimum Selling Price: 2,624,800.00



Item  
Number

4



B 17, L 01, City Homes Subdivision, Alibagu, City of Ilagan,  
Isabela  
Minimum Selling Price: 1,533,800.00



Item  
Number

5



B 11, L 24, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela  
Minimum Selling Price: 580,000.00



Item  
Number

Lot Only

6



B 11, L 25, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela  
Minimum Selling Price: 525,000.00



Item  
Number

Lot Only

7



B 11, L 26, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela  
Minimum Selling Price: 546,000.00



Item  
Number

Lot Only

8



B 11, L 27, Capitol Hills Subdivision, Alibagu, Ilagan, Isabela  
Minimum Selling Price: 546,000.00



Item  
Number

Lot Only

9



Lot 502, Pls-595-Ext, Tagaran, Cauayan City, Isabela

Minimum Selling Price: 3,363,300.00



Item  
Number

10



L A, Centro 2, Angadanan, Isabela  
Minimum Selling Price: 6,764,050.00



Item  
Number

11





L 2143-A-1, Masaya Norte, San Agustin, Isabela

Minimum Selling Price: 1,047,798.19



Item  
Number

Lot Only

12



L 1-B-2-B-7, Paniqui, Bagabag, Nueva Vizcaya  
Minimum Selling Price: 2,624,636.00



Item  
Number

13



L 5144-A-5-D-1, Baresbes, Quezon, Nueva Vizcaya

Minimum Selling Price: 1,091,700.00



Item  
Number

14



L 5270-B, Darubba, Quezon, Nueva Vizcaya

Minimum Selling Price: 622,300.75



Item  
Number

Geo Tagging

16.490718,121.291128

15



L 117, Rizal, Diffun, Quirino  
Minimum Selling Price: 1,206,000.00



Item  
Number

Lot Only

16





Period of Acceptance  
April 30, 2024 – May 06, 2024

<https://www.foreclosurephilippines.com>

Determination of Winning Buyer/s  
May 07, 2024

**Offer Na!!**



<b>Rank</b>

## 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

**THIS FORM MAY BE REPRODUCED. NOT FOR SALE.**

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

<b>NAME OF BUYER</b> <i>Last Name      First Name      Name Extension (e.g. Jr., III)      Middle Name      Maiden Name</i>					<b>DATE OF BIRTH</b> <table border="1" 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																			
<b>PRESENT OCCUPANT</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>FORMER OWNER</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Pag-IBIG MEMBER</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>WITH PREVIOUS / EXISTING Pag-IBIG HOUSING LOAN ACCOUNT</b> <input type="checkbox"/> Yes, Housing Account Number (HAN) : _____ <input type="checkbox"/> No																				
<b>MARITAL STATUS</b> <input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Widow/er <input type="checkbox"/> Annulled <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated				<b>GENDER</b> <input type="checkbox"/> Male <input type="checkbox"/> Female		<b>CITIZENSHIP</b>																				
<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> <i>Last Name      First Name      Name Extension (e.g. Jr., III)      Middle Name      Maiden Name</i>					<b>DATE OF BIRTH</b> <table border="1" 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																			
<b>PERMANENT HOME ADDRESS</b> <i>Unit/Room No., Floor      Building Name      Lot No., Block No., Phase No. or House No.      Street Name</i>					<b>CONTACT DETAILS</b> <i>(Indicate country code if abroad)</i> COUNTRY + AREA CODE TELEPHONE NO. <b>Cellphone No.</b> <table border="1" 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> </table>																					
<i>Subdivision      Barangay      Municipality/City      Province and State Country (if abroad)      ZIP Code</i>																										
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<i>Subdivision      Barangay      Municipality/City      Province and State Country (if abroad)      ZIP Code</i>																										
<b>EMPLOYER/BUSINESS NAME</b>					<b>Employer/Business Tel. No.</b> <table border="1" 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> </table>																					
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**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)

<b>NAME OF AUTHORIZED REPRESENTATIVE</b> <i>Last Name      First Name      Name Extension (e.g. Jr., III)      Middle Name      Maiden Name</i>					<b>DATE OF BIRTH</b> <table border="1" 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																			
<b>FORMER OWNER</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Pag-IBIG MEMBER</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>GENDER</b> <input type="checkbox"/> Male <input type="checkbox"/> Female		<b>MARITAL STATUS</b> <input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Widow/er <input type="checkbox"/> Annulled <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated		<b>CITIZENSHIP</b>																		
<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>PERMANENT HOME ADDRESS</b> <i>Unit/Room No., Floor      Building Name      Lot No., Block No., Phase No. or House No.      Street Name</i>					<b>CONTACT DETAILS</b> <i>(Indicate country code if abroad)</i> COUNTRY + AREA CODE TELEPHONE NO. <b>Cellphone No.</b> <table border="1" 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> </table>																					
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**THIS PORTION IS FOR Pag-IBIG FUND USE ONLY**

<b>Reviewed by</b>	<b>Date</b>	<b>Remarks</b>
<b>Noted by Committee on Disposition of Acquired Assets</b>		



**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 make, sign and submit any documents which may be required by the Pag-IBIG Fund subject of my/our application to purchase a Pag-IBIG Fund acquired assets through long-term installment sale;
2. To receive notices issued by the Pag-IBIG Fund once my/our application is approved;
3. To receive my/our housing documents from Pag-IBIG Fund and refund of advance insurance payment in case my/our application is disapproved; and
4. To perform other acts that the buyer is required to perform in relation to my/our purchase of Pag-IBIG Fund acquired assets through long-term installment sale.

**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

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

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

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

\_\_\_\_\_  
 Buyer

\_\_\_\_\_  
 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 \_\_\_\_\_.

<https://www.foreclosurephilippines.com>