



**Calamba Housing Business Center  
Loans Management and Recovery Department  
Task Force Acquired Assets Management**  
GF High Rise Business Center, National Highway  
Barangay Halang, Calamba City, Laguna

**INVITATION TO BID**

August 10, 2022

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 |
|------------------|--|--------------|------------------------------------|-----------------------|
| 31 <sup>st</sup> | Batangas, Laguna, Palawan, and Quezon Province | 66           | August 22, 2022 – August 26, 2022  | August 30, 2022       |

**GENERAL GUIDELINES**

- Interested parties are required to secure copies of **OFFER TO BID** from the Acquired Asset frontline counter servicing, Ground Floor High Rise Business Center, National Highway, Barangay Halang, Calamba City, Laguna or may download the form at <https://www.pagibigfund.gov.ph/acquiredassets.html>.
- 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.
- 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 <https://www.pagibigfund.gov.ph/acquiredassets.html>.
- 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                |

- Bidders are encouraged to visit our website, <https://www.pagibigfund.gov.ph/acquiredassets.html> 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.
- Bidders shall be required to register at the Acquired Asset frontline counter servicing (Ground Floor High Rise Business Center, National Highway, Barangay Halang, Calamba City, Laguna) 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 5:00 PM** starting **August 22, 2022** until **August 26, 2022**. 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 [HQP-AAF-119 (V01)]. The SPA for bidding may be downloaded at <https://www.pagibigfund.gov.ph/acquiredassets.html>. 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 [HQP-AAF-120 (V01)].

NOTE: The suggested template of the said documents may be downloaded at <https://www.pagibigfund.gov.ph/acquiredassets.html>.

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 **August 30, 2022** at **4F Conference Room, High Rise Business Center, National Highway, Barangay Halang, Calamba City, Laguna**.
12. 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.
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](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% 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:
      - Incidental expenses and;
      - 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 **Task Force Acquired Assets Management** and contact **Mr. Archimedes B. Bergancia, Ms. Elvira C. Jader, or Ms. Emelita D. Macale** at cellphone numbers **0905-523-5434 / 0961-234-1083** or telephone number **(02) 8422-3000** local **6403** or **6410**. You may also email your inquiries for further details at **calambalmrd.tfaamms@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. JOSEPH P. QUIBOLOY**  
Chairman, Committee on Disposition of  
Acquired Assets

**PAG-IBIG FUND - CALAMBA HOUSING HUB**  
**LOANS MANAGEMENT AND RECOVERY DEPARTMENT**  
**TASK FORCE ACQUIRED ASSETS MANAGEMENT**

**LIST OF ACQUIRED ASSETS AVAILABLE FOR SEALED PUBLIC AUCTION**  
**31st Tranche - 2nd Bidding**

Date of Registration and Submission of Bid Offer/s: **August 22, 2022 - August 26, 2022**

Date of Opening of Bid Offer/s: **August 30, 2022**

**BATANGAS**

| ITEM NO. | PROPERTY NUMBER | PROPERTY LOCATION   | TYPE                          | TCT/CCT NO.                      | LOT AREA | FLOOR AREA | MINIMUM BID<br>(Net of 10% Discount) | APPRAISAL DATE | OCCUPANCY STATUS | TCT STATUS              |
|----------|-----------------|---|-------------------------------|----------------------------------|----------|------------|--------------------------------------|----------------|------------------|-------------------------|
| 1        | 804919071700050 | Lot 14 Blk. 05 THE ORCHARDS AT BALAYAN GUMAMELA BALAYAN BATANGAS REGION 4-A (CALABARZON) 4213               | Lot Only                      | 055-2019001972                   | 120.00   | -          | 594,000.00                           | 01/06/2022     | Unoccupied - Lot | Title Named in HDMF     |
| 2        | 804919062800048 | Lot 29 Blk. 03 VILLA JEM SUBDIVISION SANTA RITA KARSADA BATANGAS CITY BATANGAS REGION 4-A (CALABARZON) 4200 | Duplex with Firewall          | 052-2018000347                   | 38.00    | 52.92      | 1,064,430.00                         | 12/13/2021     | Occupied         | For Title Consolidation |
| 3        | 849202204280016 | Lot 7 Blk. 14 Phase 2 MERCEDES HOMES SOROSORO ILAYA BATANGAS CITY BATANGAS REGION 4-A (CALABARZON) 4200     | Single Attached               | 052-2013001390                   | 75.00    | 61.25      | 1,604,250.00                         | 01/29/2022     | Unoccupied       | Title Named in HDMF     |
| 4        | 849202204280011 | Lot 76 Blk. 24 Phase 3 MERCEDES HOMES SOROSORO ILAYA BATANGAS CITY BATANGAS REGION 4-A (CALABARZON) 4200    | Row House                     | 052-2014002114                   | 40.00    | 31.35      | 575,190.00                           | 12/16/2021     | Unoccupied       | For Title Consolidation |
| 5        | 849202204280002 | Lot 38 Blk. 25 Phase 3 MERCEDES HOMES SOROSORO ILAYA BATANGAS CITY BATANGAS REGION 4-A (CALABARZON) 4200    | Row House                     | 052-2014002164                   | 40.00    | 31.35      | 536,220.00                           | 01/29/2022     | Unoccupied       | Title Named in HDMF     |
| 6        | 849202204280007 | Lot 34 Blk. 16 Phase 3 LYNVILLE RESIDENCES BAUAN AS-IS BAUAN BATANGAS REGION 4-A (CALABARZON) 4201          | Row House                     | 053-2017004430                   | 36.00    | 30.00      | 564,480.00                           | 01/26/2022     | Unoccupied       | For Title Consolidation |
| 7        | 849202001300001 | Lot 26-B Blk. 4 WOODBERRY SUBD ANTIPOLLO DEL SUR LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217            | Double Attached               | 072-2021011089                   | 46.00    | 34.00      | 766,530.00                           | 11/06/2021     | Unoccupied       | Title Named in HDMF     |
| 8        | 849202001240001 | Lot 70-B Blk. 4 WOODBERRY PLACE ANTIPOLLO DEL SUR LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217           | Duplex with Firewall          | 072-2021011165                   | 45.00    | 36.00      | 773,460.00                           | 11/06/2021     | Occupied         | Title Named in HDMF     |
| 9        | 804919022200005 | Lot 04 & 05 Blk. 03 SAN ANTONIO SUBDIVISION BOLBOK LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217          | Single Detached               | 072-2021004785<br>072-2021004786 | 336.00   | 130.00     | 4,175,460.00                         | 11/30/2021     | Occupied         | Title Named in HDMF     |
| 10       | 849201907300097 | Lot 10 Blk. 15 Phase 1 ST JOSEPH HOMES INOSLOBAN LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217            | Row House                     | T-175405                         | 60.00    | 49.50      | 1,057,770.00                         | 01/21/2022     | Occupied         | For Title Consolidation |
| 11       | 849201912180002 | Lot 24 Blk. 7 BON GIORNO HOMES MUNTING PULO LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                 | Townhouse - End with Firewall | 072-2021011337                   | 60.00    | 43.00      | 849,472.20                           | 09/18/2021     | Unoccupied       | For Title Consolidation |
| 12       | 849202001230068 | Lot 18 Blk. 9 BON GIORNO HOMES MUNTING PULO LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                 | Town House                    | 072-2010003269                   | 40.00    | 43.00      | 839,970.00                           | 09/18/2021     | Occupied         | Title Named in HDMF     |
| 13       | 804919082800045 | Lot 08 Blk. 7 CITY PARK SUBDIVISION SABANG LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                  | Single Attached               | 072-2016007557                   | 263.00   | 102.00     | 3,046,748.09                         | 01/21/2022     | Occupied         | Title Named in HDMF     |
| 14       | 849201812170016 | Lot 8 Blk. 6 Phase 2 MONTE CLARO HOMES SABANG LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217               | Row House                     | T-169059                         | 50.00    | 37.50      | 761,310.00                           | 11/27/2021     | Unoccupied       | For Title Consolidation |
| 15       | 804919082800099 | Lot 21 Blk. 11 Phase 01 MONTE CLARO HOMES SABANG LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217            | Row House                     | 072-2021004772                   | 60.00    | 37.50      | 694,350.00                           | 12/23/2021     | Occupied         | Title Named in HDMF     |
| 16       | 804919073100002 | Lot 03 Blk. 13 Phase 01 MONTE CLARO HOMES SABANG LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217            | Row House - End with Firewall | 072-2021001095                   | 60.00    | 37.50      | 730,350.00                           | 11/13/2021     | Occupied         | Title Named in HDMF     |
| 17       | 849201910290012 | Lot 2 Blk. 10 MONTE FLORA HOMES SABANG LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                      | Row House                     | T-169879                         | 60.00    | 50.00      | 1,061,730.00                         | 11/06/2021     | Occupied         | Title Named in HDMF     |
| 18       | 849201911130009 | Lot 48 Blk. 4 Phase 3 STO. NINO VILLA DE LIPA II SABANG LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217     | Row House                     | 072-2010001749                   | 40.00    | 25.60      | 449,550.00                           | 01/21/2022     | Occupied         | For Title Consolidation |

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|----------|-----------------|--|-------------------------------|----------------------------------|----------|------------|--------------------------------------|----------------|------------------|-------------------------|
| 19       | 804918102500020 | Lot 39 Blk. 10 Phase II Section - SAMPAGUITA WEST SAMPAGUITA LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217 | Quadruplex                    | 072-2013004176                   | 61.00    | 73.39      | 1,436,310.00                         | 10/18/2021     | Occupied         | For Title Consolidation |
| 20       | 849201907010035 | Lot 3 Blk. 11 Phase 3 SAMPAGUITA WEST SAMPAGUITA LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217             | Quadruplex                    | 072-2015007649                   | 54.00    | 73.39      | 1,427,220.00                         | 10/18/2021     | Occupied         | For Title Consolidation |
| 21       | 804919092600075 | Lot 10 Blk. 19 Phase I Section - SAMPAGUITA WEST SAMPAGUITA LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217  | Row House                     | 072-2012001269                   | 36.00    | 27.50      | 576,180.00                           | 10/18/2021     | Unoccupied       | For Title Consolidation |
| 22       | 804919092600076 | Lot 12 Blk. 19 Phase I Section - SAMPAGUITA WEST SAMPAGUITA LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217  | Row House                     | 072-2012001271                   | 36.00    | 27.50      | 576,180.00                           | 10/18/2021     | Occupied         | For Title Consolidation |
| 23       | 804719073100006 | Lot 19 & 20 Blk. 10 ACROPOLIS HEIGHTS TALISAY LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                | Single Attached               | 072-2021001154<br>072-2021001115 | 110.00   | 38.00      | 892,980.00                           | 11/13/2021     | Unoccupied       | Title Named in HDMF     |
| 24       | 804719031300027 | Lot 13 Blk. 11 ACROPOLIS HEIGHTS TALISAY LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                     | Row House                     | 072-2021002713                   | 55.00    | 28.00      | 509,040.00                           | 09/25/2021     | Occupied         | Title Named in HDMF     |
| 25       | 849201912180003 | Lot 2 Blk. 3 VILLA BEATRIZ SUBDIVISION TAMBO LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                 | Townhouse - End with Eaves    | 072-2021011177                   | 64.50    | 48.50      | 634,680.00                           | 12/03/2021     | Occupied         | For Title Consolidation |
| 26       | 804919082800082 | Lot 6178-B-2-B NON-SUBDIVISION TAMBO LIPA CITY BATANGAS REGION 4-A (CALABARZON) 4217                         | Single Detached               | 072-2017007346                   | 170.00   | 110.90     | 2,067,120.00                         | 03/19/2022     | Occupied         | For Title Consolidation |
| 27       | 804919082800101 | Lot 02 Blk. 06 CRISANTA HOMES CALINGATAN MATAAS NA KAHUY BATANGAS REGION 4-A (CALABARZON) 4223               | Row House                     | 053-2017004305                   | 72.00    | 66.50      | 1,083,690.00                         | 01/29/2022     | Occupied         | Title Named in HDMF     |
| 28       | 849201909270055 | Lot 12 Blk. 6 CRISANTA HOMES CALINGATAN MATAAS NA KAHUY BATANGAS REGION 4-A (CALABARZON) 4223                | Double Attached               | T-131482                         | 98.00    | 58.00      | 1,373,310.00                         | 01/29/2022     | Occupied         | Title Named in HDMF     |
| 29       | 804919073100006 | Lot 10 Blk. 2 SIMPROSA HEIGHTS DISTRICT I (POB.) MATAAS NA KAHUY BATANGAS REGION 4-A (CALABARZON) 4223       | Lot Only                      | 053-2016002643                   | 96.00    | -          | 354,240.00                           | 01/29/2022     | Unoccupied - Lot | For Title Consolidation |
| 30       | 804919073100005 | Lot 12 Blk. 2 SIMPROSA HEIGHTS DISTRICT I (POB.) MATAAS NA KAHUY BATANGAS REGION 4-A (CALABARZON) 4223       | Lot Only                      | 053-2016002644                   | 96.00    | -          | 354,240.00                           | 01/29/2022     | Unoccupied - Lot | Title Named in HDMF     |
| 31       | 804919073100004 | Lot 14 Blk. 2 SIMPROSA HEIGHTS DISTRICT I (POB.) MATAAS NA KAHUY BATANGAS REGION 4-A (CALABARZON) 4223       | Lot Only                      | 053-2016002645                   | 96.00    | -          | 354,240.00                           | 01/29/2022     | Unoccupied - Lot | Title Named in HDMF     |
| 32       | 804919082800076 | Lot 02 Blk. 18 CAMELLA HOMES SAMBAT SAN PASCUAL BATANGAS REGION 4-A (CALABARZON) 4204                        | Single Attached               | 053-2019006368                   | 113.00   | 36.60      | 747,180.00                           | 11/13/2021     | Occupied         | For Title Consolidation |
| 33       | 849202009160019 | Lot 3 Blk. 2 Phase 2 SAN ANTONIO HEIGHTS SAN ANTONIO SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234       | Single Detached               | 056-2022004544                   | 143.00   | 86.00      | 2,426,490.00                         | 11/03/2021     | Occupied         | For Title Consolidation |
| 34       | 804919082800036 | Lot 11 Blk. 08 Phase 3A SAN ANTONIO HEIGHTS SAN ANTONIO SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234    | Single Detached               | 056-2020006600                   | 172.00   | 238.00     | 6,061,320.00                         | 03/26/2022     | Unoccupied       | Title Named in HDMF     |
| 35       | 849201910170006 | Lot 16 Blk. 16 SAN ANTONIO HEIGHTS SAN ANTONIO SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234             | Single Detached               | 056-2021012851                   | 144.00   | 46.00      | 1,893,240.00                         | 11/23/2021     | Occupied         | Title Named in HDMF     |
| 36       | 849202110140001 | Lot 9 Blk. 13 TENNESSEE HOME SAN PABLO SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234                     | Row House - End with Firewall | T-106061                         | 60.00    | 54.00      | 1,033,560.00                         | 09/04/2021     | Unoccupied       | For Title Consolidation |
| 37       | 849201903190001 | Lot 14 Blk. 1 Phase 1 VALLE PIO SAN PABLO SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234                  | Duplex                        | T-152452                         | 69.00    | 45.21      | 970,020.00                           | 03/19/2022     | Occupied         | For Title Consolidation |
| 38       | 849202104080002 | Lot 22 Blk. 2 VALLE PIO SAN PABLO SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234                          | Town House                    | 056-2016006556                   | 50.00    | 51.72      | 1,056,960.00                         | 09/10/2021     | Unoccupied       | For Title Consolidation |
| 39       | 849201907010019 | Lot 12 Blk. 12 Phase 1 LUMINA HOMES PH1 SAN VICENTE SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234        | Row House                     | T-166531                         | 36.00    | 22.00      | 435,330.00                           | 04/09/2022     | Occupied         | For Title Consolidation |
| 40       | 849201907300061 | Lot 36 Blk. 14 Phase 2 LUMINA HOMES PHASE 2 SAN VICENTE SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234    | Row House                     | T-168643                         | 36.00    | 22.00      | 451,170.00                           | 04/09/2022     | Occupied         | For Title Consolidation |
| 41       | 849201903190014 | Lot 7 Blk. 18 Phase 1 LUMINA HOMES PH1 SAN VICENTE SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234         | Row House                     | T-166609                         | 53.00    | 22.00      | 525,330.00                           | 04/09/2022     | Occupied         | For Title Consolidation |
| 42       | 849201910290014 | Lot 9 Blk. 12 Phase 2 VIA VERDE VILLAGE SAN VICENTE SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234        | Town House                    | 056-2016004240                   | 44.00    | 36.00      | 1,522,260.00                         | 10/14/2021     | Unoccupied       | For Title Consolidation |
| 43       | 804919062800052 | Lot 19 Blk. 5 Phase I BLUE GRASS SUBD SANTA MARIA SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234          | Single Attached               | 056-2019010344                   | 70.00    | 40.00      | 1,004,940.00                         | 03/19/2022     | Occupied         | Title Named in HDMF     |

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|----------|-----------------|---|------------|----------------|----------|------------|--------------------------------------|----------------|------------------|-------------------------|
| 44       | 849201907260014 | Lot 17 Blk. 1 BLUE ISLE I SECTION VII SANTA MARIA SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234                                   | Row House  | 056-2021004834 | 38.50    | 20.12      | 306,405.00                           | 03/19/2022     | Occupied         | Title Named in HDMF     |
| 45       | 804919071700024 | Unit SECTION 8 Lot 24 Blk. 07 Phase I Section 8 BLUE ISLE I SUBDIVISION SANTA MARIA SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234 | Lot Only   | 056-2016008045 | 38.50    | -          | 135,135.00                           | 03/19/2022     | Unoccupied - Lot | For Title Consolidation |
| 46       | 804919062800076 | Lot 12 Blk. 27 Phase I Section 8 BLUE ISLE I SANTA MARIA SANTO TOMAS BATANGAS REGION 4-A (CALABARZON) 4234                            | Row House  | T-84640        | 38.50    | 20.12      | 224,496.18                           | 10/14/2021     | Unoccupied       | For Title Consolidation |
| 47       | 849201910290001 | Lot 44 Blk. 2 PILAR VILLE SUBDIVISION BANJO EAST TANAUAN CITY BATANGAS REGION 4-A (CALABARZON) 4232                                   | Row House  | 056-2022007291 | 55.00    | 33.75      | 635,670.00                           | 12/07/2021     | Occupied         | For Title Consolidation |
| 48       | 849201908200011 | Lot 71 Blk. 14 COLBELLA HOMES SUBDIVISION DARASA TANAUAN CITY BATANGAS REGION 4-A (CALABARZON) 4232                                   | Lot Only   | 056-2022001035 | 120.00   | -          | 626,400.00                           | 09/18/2021     | Unoccupied - Lot | For Title Consolidation |
| 49       | 804719031400017 | Lot 21 Blk. 12 PRIMAVER HOMES DARASA TANAUAN CITY BATANGAS REGION 4-A (CALABARZON) 4232   | Town House | T-149349       | 60.00    | 40.50      | 796,320.00                           | 10/27/2021     | Occupied         | For Title Consolidation |
| 50       | 849201907260013 | Lot 8 Blk. 3 VICTORIA HOMES DARASA TANAUAN CITY BATANGAS REGION 4-A (CALABARZON) 4232   | Row House  | 056-2014000132 | 60.00    | 32.13      | 628,020.00                           | 10/27/2021     | Occupied         | For Title Consolidation |
| 51       | 849202001230037 | Lot 8 Blk. 1 Phase 1A PLANTACION DEL SOL PAGASPAS TANAUAN CITY BATANGAS REGION 4-A (CALABARZON) 4232                                  | Town House | T-122384       | 40.00    | 40.00      | 726,030.00                           | 11/06/2021     | Occupied         | For Title Consolidation |

### LAGUNA

| ITEM NO. | PROPERTY NUMBER | PROPERTY LOCATION   | TYPE            | TCT/CCT NO.    | LOT AREA | FLOOR AREA | MINIMUM BID<br>(Net of 10% Discount) | APPRAISAL DATE | OCCUPANCY STATUS | TCT STATUS              |
|----------|-----------------|---|-----------------|----------------|----------|------------|--------------------------------------|----------------|------------------|-------------------------|
| 52       | 847202103100004 | Lot 2 Blk. 20 BAY GARDEN HOMES SANTO DOMINGO BAY LAGUNA REGION 4-A (CALABARZON) 4033                                | Town House      | 060-2011009474 | 43.00    | 42.00      | 669,150.00                           | 03/26/2022     | Occupied         | For Title Consolidation |
| 53       | 804719073100008 | Lot 840-B SAN JUAN CALAMBA CITY LAGUNA REGION 4-A (CALABARZON) 4027   | Single Attached | 060-2020006957 | 412.00   | 96.00      | 3,589,380.00                         | 04/04/2022     | Occupied         | Title Named in HDMF     |
| 54       | 804719071500003 | Lot 3243-J ST. DITA ROAD BIÑAN PAGSANJAN LAGUNA REGION 4-A (CALABARZON) 4008  | Lot Only        | 058-2019003346 | 542.00   | -          | 1,707,300.00                         | 03/31/2022     | Unoccupied - Lot | Title Named in HDMF     |
| 55       | 847201907010021 | Lot 8 Blk. 3 VILLA ADELINA BULILAN SUR (POB.) PILA LAGUNA REGION 4-A (CALABARZON) 4010                              | Lot Only        | T-198466       | 138.00   | -          | 571,320.00                           | 02/19/2022     | Unoccupied - Lot | Title Named in HDMF     |
| 56       | 804719053100021 | Lot 10 Blk. 05 Phase 3 VILLA ADELINA BULILAN SUR (POB.) PILA LAGUNA REGION 4-A (CALABARZON) 4010                    | Lot Only        | 058-2018001694 | 171.00   | -          | 707,940.00                           | 02/19/2022     | Unoccupied - Lot | Title Named in HDMF     |
| 57       | 804719032200006 | Lot 1 Blk. 29 COCOLAND VILLAGE DEL REMEDIO SAN PABLO CITY LAGUNA REGION 4-A (CALABARZON) 4000                       | Single Attached | 075-2020003129 | 71.00    | 58.00      | 1,287,630.00                         | 03/31/2022     | Unoccupied       | Title Named in HDMF     |
| 58       | 847202012170007 | Lot 32 Blk. 33 Phase IV ANDALUCIA ST TEOMORA VILLAGE SAN GABRIEL SAN PABLO CITY LAGUNA REGION 4-A (CALABARZON) 4000 | Lot Only        | T-84988        | 182.00   | -          | 1,031,940.00                         | 03/24/2022     | Unoccupied - Lot | For Title Consolidation |
| 59       | 847202112020010 | Lot 17 Blk. 3 LYNVILLE HOMES BAGUMBAYAN SANTA CRUZ (CAPITAL) LAGUNA REGION 4-A (CALABARZON) 4009                    | Single Attached | 058-2018004830 | 64.00    | 35.00      | 675,360.00                           | 06/04/2022     | Unoccupied       | Title Named in HDMF     |
| 60       | 847202103160006 | Lot 20 Blk. 7 Phase 1 LYNVILLE HOMES BAGUMBAYAN SANTA CRUZ (CAPITAL) LAGUNA REGION 4-A (CALABARZON) 4009            | Row House       | 058-2022004057 | 48.00    | 30.00      | 494,910.00                           | 12/22/2021     | Occupied         | For Title Consolidation |
| 61       | 804719033000010 | Lot 28 Blk. 43 VILLA CACERES SUBD DILA SANTA ROSA CITY LAGUNA REGION 4-A (CALABARZON) 4026                          | Single Detached | 060-2021007372 | 120.00   | 135.50     | 3,646,170.00                         | 12/01/2021     | Occupied         | For Title Consolidation |

### PALAWAN

| ITEM NO. | PROPERTY NUMBER | PROPERTY LOCATION   | TYPE     | TCT/CCT NO. | LOT AREA | FLOOR AREA | MINIMUM BID<br>(Net of 10% Discount) | APPRAISAL DATE | OCCUPANCY STATUS | TCT STATUS              |
|----------|-----------------|---|----------|-------------|----------|------------|--------------------------------------|----------------|------------------|-------------------------|
| 62       | 847201908200002 | Lot 1-F-2 WESCOM ROAD SAN PEDRO PUERTO PRINCESA CITY PALAWAN REGION 4-B (MIMAROPA) 5300 | Lot Only | T-163095    | 312.00   | -          | 1,404,000.00                         | 01/12/2022     | Occupied         | For Title Consolidation |

### QUEZON PROVINCE

| ITEM NO. | PROPERTY NUMBER | PROPERTY LOCATION | TYPE | TCT/CCT NO. | LOT AREA | FLOOR AREA | MINIMUM BID<br>(Net of 10% Discount) | APPRAISAL DATE | OCCUPANCY STATUS | TCT STATUS |
|----------|-----------------|-------------------|------|-------------|----------|------------|--------------------------------------|----------------|------------------|------------|
|----------|-----------------|-------------------|------|-------------|----------|------------|--------------------------------------|----------------|------------------|------------|

| ITEM NO. | PROPERTY NUMBER | PROPERTY LOCATION   | TYPE            | TCT/CCT NO.        | LOT AREA | FLOOR AREA | MINIMUM BID<br>(Net of 10% Discount) | APPRAISAL DATE | OCCUPANCY STATUS | TCT STATUS              |
|----------|-----------------|---|-----------------|--------------------|----------|------------|--------------------------------------|----------------|------------------|-------------------------|
| 63       | 804619091600001 | Lot 1000-B-3 & 1000- Bik. N/A ISABANG LUCENA CITY QUEZON REGION 4-A (CALABARZON) 4301   | Single Detached | T-76129<br>T-76130 | 200.00   | 81.50      | 863,280.00                           | 02/15/2022     | Occupied         | For Title Consolidation |
| 64       | 804619022800007 | Lot 21 Blk. 09 Phase N/A Section N/ BESTLAND HOMES SUBDIVISION MAYAO CROSSING LUCENA CITY QUEZON REGION 4-A (CALABARZON) 4301 | Single Attached | T-153472           | 59.00    | 27.50      | 507,150.00                           | 06/25/2022     | Occupied         | Title Named in HDMF     |
| 65       | 846201911190004 | Lot 13 Blk. 14 LEVERIZA HEIGHTS ISABANG TAYABAS CITY QUEZON REGION 4-A (CALABARZON) 4327                                      | Row House       | 066-2014008808     | 50.00    | 30.00      | 673,740.00                           | 11/03/2021     | Occupied         | For Title Consolidation |
| 66       | 846201912100001 | Lot 15 Blk. 15 Phase III LEVERIZA HEIGHTS ISABANG TAYABAS CITY QUEZON REGION 4-A (CALABARZON) 4327                            | Row House       | 066-2021003024     | 50.00    | 30.00      | 653,040.00                           | 11/03/2021     | Occupied         | For Title Consolidation |





## 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](http://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, GF Floor High Rise Business Center Bldg., National Highway, Brgy. Halang, Calamba City, Laguna or download the form at [www.pagibigfund.gov.ph](http://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](http://www.pagibigfund.gov.ph).



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](http://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.***

Conforme:



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

| 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 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 bid. 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. That whatever fees and dues pertaining to the property/ies shall be for the account of the me/us;
- 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.
- 6) That any notification posted on website and/or sent by Pag-IBIG Fund through email or SMS shall be sufficient compliance to the notification requirement and presumed to be deemed and received.

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  
OVER PRINTED NAME

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED  
REPRESENTATIVE OVER PRINTED NAME  
(IF ANY)

\_\_\_\_\_  
DATE

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

|  |                         |   |                        |   |   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|--|-------------------------|---|------------------------|---|---|---|--|--|-----------------------------------|--|--------------------|--|--|--|--|---|---|---|---|---|---|---|---|---|---|---|---|--|--|
| <b>NAME OF BIDDER</b><br><i>Last Name</i> <i>First Name</i> <i>Name Extension (e.g. Jr., III)</i> <i>Middle Name</i> <i>Maiden Name</i>  |                         |   |                        |   | <b>DATE OF BIRTH</b><br><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 |   |   |   |   |  |  |
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| <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | <b>PRESENT OCCUPANT</b> | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <b>FORMER OWNER</b>    | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <b>Pag-IBIG MEMBER</b>  | <input type="checkbox"/> Yes, Housing Account Number (HAN) : _____<br><input type="checkbox"/> No |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Widow/er <input type="checkbox"/> Annulled<br><input type="checkbox"/> Married <input type="checkbox"/> Legally Separated |                         |   |                        |   | <b>MARITAL STATUS</b>   |   | <input type="checkbox"/> Male<br><input type="checkbox"/> Female |  | <b>GENDER</b>                     |  | <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><br><i>Last Name</i> <i>First Name</i> <i>Name Extension (e.g. Jr., III)</i> <i>Middle Name</i> <i>Maiden Name</i>   |                         |   |                        |   | <b>DATE OF BIRTH</b><br><table border="1" style="width:100%; text-align: center;"> <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 |  |  |
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| <b>PERMANENT HOME ADDRESS</b><br><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>                                       |                         |   |                        |   | <b>CONTACT DETAILS</b><br><i>(Indicate country code if abroad)</i><br>COUNTRY + AREA CODE TELEPHONE NO.<br><b>Cellphone No.</b>   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision</i> <i>Barangay</i> <i>Municipality/City</i> <i>Province and State Country (if abroad)</i> <i>ZIP Code</i>  |                         |   |                        |   | <table border="1" style="width:100%; text-align: center;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
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|  |                         |   |                        |   |   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <b>PRESENT HOME ADDRESS</b><br><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>   |                         |   |                        |   | <b>Home Tel. No.</b>  |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision</i> <i>Barangay</i> <i>Municipality/City</i> <i>Province and State Country (if abroad)</i> <i>ZIP Code</i>  |                         |   |                        |   | <table border="1" style="width:100%; text-align: center;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|  |                         |   |                        |   |   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|  |                         |   |                        |   |   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <b>EMPLOYER/BUSINESS NAME</b>  |                         |   |                        |   | <b>Employer/Business Tel. No.</b>   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <b>EMPLOYER/BUSINESS ADDRESS</b><br><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>                                    |                         |   |                        |   | <b>Personal Email Address</b>   |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision</i> <i>Barangay</i> <i>Municipality/City</i> <i>Province and State Country (if abroad)</i> <i>ZIP Code</i>  |                         |   |                        |   | <b>PREFERRED MAILING ADDRESS</b><br><input type="checkbox"/> Present Home Address<br><input type="checkbox"/> Employer/Business Address<br><input type="checkbox"/> Permanent Home Address  |   |  |  |                                   |  |                    |  |  |  |  |   |   |   |   |   |   |   |   |   |   |   |   |  |  |

**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)

|  |                     |   |                        |  |   |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>NAME OF AUTHORIZED REPRESENTATIVE</b><br><i>Last Name</i> <i>First Name</i> <i>Name Extension (e.g. Jr., III)</i> <i>Middle Name</i> <i>Maiden Name</i> |                     |   |                        |  | <b>DATE OF BIRTH</b><br><table border="1" style="width:100%; text-align: center;"> <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 |  |  |
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| <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | <b>FORMER OWNER</b> | <input type="checkbox"/> Yes<br><input type="checkbox"/> No | <b>Pag-IBIG MEMBER</b> | <input type="checkbox"/> Male<br><input type="checkbox"/> Female | <b>GENDER</b>   | <input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Widow/er <input type="checkbox"/> Annulled<br><input type="checkbox"/> Married <input type="checkbox"/> Legally Separated |   |  | <b>MARITAL STATUS</b>             |  |  | <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><br><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>     |                     |   |                        |  | <b>CONTACT DETAILS</b><br><i>(Indicate country code if abroad)</i><br>COUNTRY + AREA CODE TELEPHONE NO.<br><b>Cellphone No.</b>   |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision</i> <i>Barangay</i> <i>Municipality/City</i> <i>Province and State Country (if abroad)</i> <i>ZIP Code</i>                                  |                     |   |                        |  | <table border="1" style="width:100%; text-align: center;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>                             |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>PRESENT HOME ADDRESS</b><br><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>       |                     |   |                        |  | <b>Home Tel. No.</b>  |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision</i> <i>Barangay</i> <i>Municipality/City</i> <i>Province and State Country (if abroad)</i> <i>ZIP Code</i>                                  |                     |   |                        |  | <table border="1" style="width:100%; text-align: center;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>                             |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>EMPLOYER/BUSINESS NAME</b>  |                     |   |                        |  | <b>Employer/Business Tel. No.</b>   |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <b>EMPLOYER/BUSINESS ADDRESS</b><br><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>  |                     |   |                        |  | <b>Personal Email Address</b>   |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision</i> <i>Barangay</i> <i>Municipality/City</i> <i>Province and State Country (if abroad)</i> <i>ZIP Code</i>                                  |                     |   |                        |  | <b>PREFERRED MAILING ADDRESS</b><br><input type="checkbox"/> Present Home Address<br><input type="checkbox"/> Employer/Business Address<br><input type="checkbox"/> Permanent Home Address  |  |   |  |                                   |  |  |                    |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |

**THIS PORTION IS FOR Pag-IBIG FUND USE ONLY**

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

**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)

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 bid. 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. That whatever fees and dues pertaining to the property/ies shall be for the account of the me/us;
- 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.
- 6) That any notification posted on website and/or sent by Pag-IBIG Fund through email or SMS shall be sufficient compliance to the notification requirement and presumed to be deemed and received.

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  
OVER PRINTED NAME

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED  
REPRESENTATIVE OVER PRINTED NAME  
(IF ANY)

\_\_\_\_\_  
DATE

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

|   |  |   |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
|---|--|---|---------------------------|---|---|---|---|--|--|--|--|--|--|---|---|---|---|---|---|---|---|--|--|
| <b>NAME OF COMPANY/ORGANIZATION</b>   |  | <b>DATE ESTABLISHED</b><br><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><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><td> </td><td> </td> </tr> </table>   |                           |   |   |   |   |  |  |  |  |  |  | m | m | d | d | y | y | y | y |  |  |
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| <b>TRADE NAME (IF ANY)</b>  |  | <b>DATE OF INITIAL OPERATION</b><br><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><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><td> </td><td> </td> </tr> </table>  |                           |   |   |   |   |  |  |  |  |  |  | m | m | d | d | y | y | y | y |  |  |
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| m   | m  | d   | d                         | y | y | y | y |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <b>TYPE OF ORGANIZATION</b><br><input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Others<br><input type="checkbox"/> Partnership <input type="checkbox"/> Local Government Unit (LGU) <input type="checkbox"/> Association   _____ |  | <b>CONTACT DETAILS</b><br><i>(Indicate country code if abroad)</i><br>COUNTRY + AREA CODE TELEPHONE NO.<br><b>Cellphone No.</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table> |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>NATURE OF BUSINESS</b>   | <b>NO. OF YEARS IN BUSINESS</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>        |   |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>Pag-IBIG EMPLOYER NO.</b>  | <b>TAX IDENTIFICATION NUMBER (TIN)</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table> |   |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>OFFICE ADDRESS</b><br><i>Unit/Room No., Floor   Building Name   Lot No., Block No., Phase No. or House No.   Street Name</i>   |  | <b>Telephone No.</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>  |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <i>Subdivision   Barangay   Municipality/City   Province and State Country (if abroad)   ZIP Code</i>   |  | <b>Email Address</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>  |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>NAME OF KEY OFFICERS (Please attach separate sheet if necessary)</b>   |  | <b>Pag-IBIG MID NUMBER/RTN</b>  | <b>POSITION</b>           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
|   |  |   |                           |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>NAME OF AFFILIATED COMPANIES &amp; RELATED BUSINESSES</b><br>(Please attach separate sheet if necessary)   |  | <b>OFFICE ADDRESS</b>   | <b>NATURE OF BUSINESS</b> |   |   |   |   |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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**Authorized Representative Information (Please write in BLOCK LETTERS):**

*(Note: Authorized Representatives must be armed with an SPA / Secretary's Certificate when transacting with Pag-IBIG Fund)*

|  |   |   |   |   |   |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>NAME OF AUTHORIZED REPRESENTATIVE</b><br><i>Last Name   First Name   Name Extension (e.g. Jr., III)   Middle Name   Maiden Name</i>     |   |   |   |   | <b>DATE OF BIRTH</b><br><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><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><td> </td><td> </td> </tr> </table>  |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  | m | m | d | d | y | y | y | y |  |  |
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| m  | m | d   | d | y   | y   | y   | y |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <b>FORMER OWNER</b><br><input type="checkbox"/> Yes<br><input type="checkbox"/> No   |   | <b>Pag-IBIG MEMBER</b><br><input type="checkbox"/> Yes<br><input type="checkbox"/> No |   | <b>GENDER</b><br><input type="checkbox"/> Male<br><input type="checkbox"/> Female |   | <b>MARITAL STATUS</b><br><input type="checkbox"/> Single/Unmarried <input type="checkbox"/> Widow/er <input type="checkbox"/> Annulled<br><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><br><i>Unit/Room No., Floor   Building Name   Lot No., Block No., Phase No. or House No.   Street Name</i>    |   |   |   |   | <b>CONTACT DETAILS</b><br><i>(Indicate country code if abroad)</i><br>COUNTRY + AREA CODE TELEPHONE NO.<br><b>Cellphone No.</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table> |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <i>Subdivision   Barangay   Municipality/City   Province and State Country (if abroad)   ZIP Code</i>                                      |   |   |   |   |   |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <b>PRESENT HOME ADDRESS</b><br><i>Unit/Room No., Floor   Building Name   Lot No., Block No., Phase No. or House No.   Street Name</i>      |   |   |   |   | <b>Home Tel. No.</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>  |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <i>Subdivision   Barangay   Municipality/City   Province and State Country (if abroad)   ZIP Code</i>                                      |   |   |   |   | <b>Employer/Business Tel. No.</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>   |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>EMPLOYER/BUSINESS NAME</b>  |   |   |   |   | <b>Personal Email Address</b><br><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><td style="width:25px;"> </td><td style="width:25px;"> </td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>   |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
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| <b>EMPLOYER/BUSINESS ADDRESS</b><br><i>Unit/Room No., Floor   Building Name   Lot No., Block No., Phase No. or House No.   Street Name</i> |   |   |   |   | <b>PREFERRED MAILING ADDRESS</b><br><input type="checkbox"/> Present Home Address<br><input type="checkbox"/> Employer/Business Address<br><input type="checkbox"/> Permanent Home Address  |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |
| <i>Subdivision   Barangay   Municipality/City   Province and State Country (if abroad)   ZIP Code</i>                                      |   |   |   |   |   |   |   |                                   |                    |  |  |  |  |  |  |  |  |  |  |   |   |   |   |   |   |   |   |  |  |

**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> |             |                |
|   |             |                |



## SECRETARY'S CERTIFICATE

I, \_\_\_\_\_, Filipino, of legal age, with office address at \_\_\_\_\_, after being duly sworn in accordance with law, hereby depose and say:

1. That I am the duly elected Corporate Secretary of \_\_\_\_\_, a corporation duly organized and existing under the laws of the Republic of the Philippines, with principal office address at \_\_\_\_\_.
2. That during the Regular/Special meeting of the Board of (Directors/Trustees) of the said corporation held on \_\_\_\_\_ at \_\_\_\_\_, at which a quorum was present, the following resolutions were adopted:

**RESOLUTION NO. \_\_\_\_\_**  
**Series of \_\_\_\_\_**

**“RESOLVED**, as it is hereby resolved, that the Corporation is hereby authorized to participate in a public auction of acquired assets of Pag-IBIG Fund, subject to such terms and conditions as may be provided by the Pag-IBIG Fund.

**“RESOLVED FURTHER**, that Mr./Ms. \_\_\_\_\_ is/are hereby authorized for and in behalf of the Corporation to do and perform the following acts, to wit:

“To execute, sign and deliver to the Pag-IBIG Fund any documents which may be required in participation of the Corporation in public bidding and post bid documentation thereafter in case the bid is declared as the winning bid;

“To receive the Notice of Award issued by the Committee on Disposition of Acquired Assets of Pag-IBIG Fund once the bid offer is declared as the winning bid;

“To receive bidding documents, including the bidder’s bond from Committee on Disposition of Acquired Assets of Pag-IBIG Fund once the bid offer is declared as non-winning/ineligible bid; and

“To perform other acts that the corporation is required to perform in relation to the said public auction of the Fund.

**“RESOLVED FINALLY**, that any and all acts of the above-named representative/attorney-in-fact concerning the above-referenced subject matter are hereby affirmed, confirmed and ratified by the Corporation for all legal intents and purposes.”

The foregoing resolutions are in full force and effect and have not been amended, suspended or revoked.

**IN WITNESS WHEREOF**, this Certificate has been signed this \_\_\_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

**Corporate Secretary**

I.D. \_\_\_\_\_ No. \_\_\_\_\_  
Date of Issue: \_\_\_\_\_  
Expiry Date: \_\_\_\_\_

**SUBSCRIBED AND SWORN TO** before me at \_\_\_\_\_  
on \_\_\_\_\_ affiant exhibited to me his/her Competent Evidence of Identity  
\_\_\_\_\_ No. \_\_\_\_\_ issued on \_\_\_\_\_, at  
\_\_\_\_\_, and is personally known to or identified by  
me to be the same person who executed the foregoing Secretary's Certificate and  
he/she further affirmed and made oath as to the said instrument.

**NOTARY PUBLIC**

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of \_\_\_\_\_.