



NCR Acquired Assets Sales Group  
Level 4, Ayala Malls Manila Bay Diosdado Macapagal  
Blvd. cor. Aseana Avenue, Parañaque City

## INVITATION TO BID

**March 26, 2025**

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 Online Public Auction:

PUBLICATION BATCH NO.	AREAS	NO. OF UNITS	PERIOD OF ACCEPTANCE OF BID OFFERS	OPENING OF BID OFFERS
OPA1520021	Batangas, Bulacan, Cavite, Laguna, Metro Manila, and Rizal	150	April 7, 2025, 12:00 a.m. to April 11, 2025, 11:59 p.m.	April 15, 2025 9:30 a.m.

### GENERAL GUIDELINES

- The list of the properties for Online Public Auction may be viewed at Pag-IBIG Fund Official website [www.pagibigfund.gov.ph](http://www.pagibigfund.gov.ph). (click Properties for Sale – List of Properties for Sale – Properties Up to 30% Discount (2<sup>nd</sup> Auction) – NCR Branch **OPA1520021** and click/ tap “See List”)
- The property/ies shall be sold on an “**AS IS, WHERE IS**” basis which means that the bidder accepts whatever the physical status of the property/ies including whether it is occupied or not. Unpaid fees, dues and utilities pertaining to the property/ies shall be for the account of the winning bidder. Thus, all interested bidders are highly encouraged to inspect the chosen property/ies prior to submission of bid offer.
- Interested parties are required to register as bidders at the Pag-IBIG Fund website. For those already with Buyer ID number, there shall be no registration required. The registration will require one (1) valid ID of the bidder (if individual bidder) or authorized representative (if company-bidder). **The Buyer ID number shall be issued three (3) working days from date of registration.**
- From **12:00 a.m. on April 7, 2025, to 11:59 p.m. on April 11, 2025**, the bidder shall enter his/her/their Bid Offer for the property to Pag-IBIG Fund Acquired Assets page at Pag-IBIG Fund website.
- No Bid Offer shall be accepted earlier or later than the scheduled date and time.
- The bidder may submit bid offers for multiple properties provided he/she/they has/have the intention to purchase all the properties that will be won. In case the bidder will not pursue the purchase of any of the properties won, the sale shall be cancelled, and the Pag-IBIG Fund shall blacklist the bidder from the availment of programs on the sale of Pag-IBIG Fund Real and Other Properties Acquired (ROPA).
- The bidder shall indicate the amount of his/her bid offer and chosen mode of payment. The **BID OFFER** shall not be lower than the minimum bid set by the Fund.
- In the absence of a chosen mode of payment, the default mode of payment shall be long-term installment for individual bidder or short-term installment for company/association bidder. Likewise, any changes on the winning bidder’s mode of payment shall not be allowed.
- The bidder may modify his/her bid amount for the same property during the offer period. The Pag-IBIG Fund shall consider the latest offer, regardless of the amount as the final offer.
- Bidders are encouraged to visit the Pag-IBIG Fund Official website ([www.pagibigfund.gov.ph](http://www.pagibigfund.gov.ph)) 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 online public auction.

11. At **9:30 a.m. of April 15, 2025**, the bid offers received through Pag-IBIG Fund website shall be opened in the presence of the committee and shall be video recorded. Personal appearance of the bidders is not required.
12. The determination of winning bidders shall be monitored by a representative from Commission on Audit (COA). Attendance of the bidders in the venue is not required.
13. The bidder who offers the highest bid on the property 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 results of the online public auction shall be posted at the Pag-IBIG Fund official website ([www.pagibigfund.gov.ph](http://www.pagibigfund.gov.ph)) on the following week after the scheduled date of determination of highest bidders. Bidders are encouraged to check the results on the said website.
17. 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 bidder. In this regard, the bidder shall ensure that the contact number and email address indicated during the registration are active. The bidder shall inform Pag-IBIG Fund immediately on any changes on his/her contact number before the auction date.
18. The winning bidder shall be required to pay a **DOWNPAYMENT** equivalent to five percent (5%) of the **BID OFFER**, which shall be paid within five (5) working days from the receipt of notification. It shall be in Philippine Currency and may be in the form of cash or manager's check payable to Pag-IBIG Fund.
19. Bidders whose **DOWNPAYMENT** is in the form of a **MANAGER'S CHECK** are advised to adhere to the current and applicable Bangko Sentral ng Pilipinas' memoranda and circulars relative to the proper handling of checks: Do not staple, crumple, fold, bind or pin checks.
20. Upon payment of the required downpayment, a Notice of Award shall be issued to the winning bidder. The winning bidder or his/her/their authorized representative shall claim the Notice of Award.
21. Additional discounts to the **BID OFFER** shall be given to winning bidders depending on their chosen mode of payment, as follows:

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

22. 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 offer price shall be paid not later than thirty (30) calendar days from date of signing of Deed of Conditional Sale.
  - b. **Short-Term Installment** – the balance on the net offer 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 a three (3)-year fixing period.
  - c. **Long-Term Installment** – payment shall be in the form of monthly installments 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 No. 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 five percent (5%) downpayment;
    - c.3. The bidder shall be required to file his/her/their Long-Term Installment application and pay the following incidental expenses within thirty (30) calendar days from receipt of Notice of Award:

- Processing fee of Two Thousand Pesos (P2,000.00) shall be paid upon submission of complete requirements;
  - Equity, if applicable;
  - One (1)-year advance insurance premiums (sales redemption insurance as well as non-life insurance);
- c.4. In case the Bid Offer, net of the five percent (5%) downpayment, is still higher than the approved amount for Long-Term Installment, the amount in excess shall be treated as equity. It shall be paid within thirty (30) calendar days from receipt of Notice of Approval of Sale (NOAS).
- c.5. Former owners or housing loan borrowers, who have previous housing accounts that were foreclosed/cancelled and wish to participate on the 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 the bidder's fault, the five percent (5%) downpayment shall be forfeited in favor of the Pag-IBIG Fund.
23. If the winning bidder fails or refuses to push through with the purchase of the property, or fails to comply with the requirements stated on the Notice of Award within the prescribed period, he/she/they shall lose his/her/their right as winning bidder and the five percent (5%) downpayment shall be forfeited in favor of the Pag-IBIG Fund.
24. The Pag-IBIG Fund shall declare the next highest bidder as the winning bidder in case the sale to the original winning bidder is cancelled. He/she/they shall be required to pay a downpayment of five percent (5%) of the offer price 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.
25. Interested parties may contact the **Sales Department** thru **Ms. Rhodora Atil and Ms. Jonnise Natividad** at tel. no(s). **(02) 84223000 loc 5124**. You may also email your inquiries for further details at [masd.bidding@pagibigfund.gov.ph](mailto:masd.bidding@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.**

**(Signed) ARLENE R. REYES**  
Chairperson, Committee on Disposition of  
Acquired Assets