



Bank deposit mo, protektado!

**OFFER TO BUY  
(Thru Negotiated Sale)**

**PLEASE WRITE  
LEGIBLY**

\_\_\_\_\_ Date

**THE ROPA DISPOSAL COMMITTEE**

Thru the Secretariat, AASD  
4/F Floor, SSS Building  
6782 Ayala Avenue corner Rufino Street  
Makati City 1226.

Sir/Madam:

I hereby submit my offer to purchase the property described as follows:

Property No. \_\_\_\_\_  
Title No. \_\_\_\_\_ Tax Declaration No. \_\_\_\_\_  
Property Location \_\_\_\_\_  
Lot Area (sqm) \_\_\_\_\_ Classification \_\_\_\_\_  
Amount of Offer (₱ \_\_\_\_\_) \_\_\_\_\_  
(Amount in Words)

Terms of Payment (Pls. Check one):

- (  ) CASH **or**
- (  ) INSTALLMENT
- Downpayment (20% minimum): \_\_\_\_\_ %
- Payment period (max of 3 years): \_\_\_\_\_ years
- Mode of payment (Check one):
- (  ) Monthly (  ) Quarterly (  ) Semestral

**It is understood that I have inspected the property and that I am acquiring the same on an "AS-IS-WHERE-IS" basis and that I shall be responsible for all taxes, fees and expenses, whether necessary or incidental, arising from the sale and in effecting the transfer of the property's title to my name.**

I hereby give my consent to the processing of my personal data by the PDIC, in relation to my offer to buy the property/ies indicated herein.

It is hereby understood and acknowledged that: (a) the processing by the PDIC of personal data is in pursuance of its mandate as required by existing laws, rules and regulations; (b) personal data collected shall be used only for the purposes of disposal of assets of PDIC and/or closed banks; (c) processing of personal data is pursuant to the principles of transparency, legitimate purpose and proportionality; and (d) organizational, physical and technical measures are in place to protect personal data in accordance with the Data Privacy Act of 2012, its Implementing Rules and Regulations and other issuances of the National Privacy Commission.

	With Broker:
	<input type="checkbox"/>
Signature Over Printed <b>FULL</b> Name of Offeror	Signature Over Printed FULL Name of Broker
<b>COMPLETE</b> Address	Without Broker
<b>Contact Details:</b>	<input type="checkbox"/> Email address:
Mobile No.:	Landline No.:

How did you learn about the property for sale? (Pls. check)

PDIC website     Former owner/occupant/neighbors     Newspaper/flyer/poster

Others (Pls. specify) \_\_\_\_\_

**IMPORTANT**

1. Offer to Buy should be contained in a **sealed envelope** & dropped in the designated PDIC Box at the 3/F, Public Assistance Center, SSS Bldg.
2. No payment shall be received until the offer has been approved by the Committee. The Committee shall inform the offeror of its decision in writing.
3. Once the offer is approved, buyers outside Metro Manila may deposit their payment thru PNB collection facility upon prior arrangement.
4. **REAL ESTATE BROKERS ARE NOT ALLOWED TO RECEIVE PAYMENTS ON BEHALF OF PDIC.** PDIC shall not be responsible for the acts of the Broker that might be prejudicial to their clients.

Please check documents submitted:

a. **INDIVIDUAL:**

Buyer Information Sheet	
Special Power of Attorney, if applicable	
Latest government ID of buyer and spouse (if married)/attorney-in-fact	
Others (i.e., Certificate of Employment with Compensation, Certificate of Business Registration/DTI Registration)	
Please specify:	
1. _____	
2. _____	
3. _____	
4. _____	
5. _____	

b. **PARTNERSHIP/CORPORATION:**

Articles of Partnership/ Incorporation	
Latest SEC Registration (General Information Sheet)	
Certificate of Incorporation	
Valid Mayor's/Business Permit	
Secretary's Certificate of Authorized Signatory	
Latest government ID of authorized signatory/ Corporate Secretary	
Other documents as may be necessary, i.e., financial documents	
Please specify:	
1. _____	
2. _____	
3. _____	
4. _____	
5. _____	

c. **GOVERNMENT INSTITUTION**

Certification on existence of appropriation and availability of funds	
Certification or Resolution to indicate:	
a. Person authorized to submit an offer in behalf of the government institution, and	
b. Authority to submit an offer indicating the amount and the property details	
Latest government ID of authorized signatory	
Other documents	
Please specify:	
1. _____	
2. _____	
3. _____	
4. _____	
5. _____	