

PURCHASE PROPOSAL FORM

Date: _____

Home Guaranty Corporation
Asset Management and Disposition Group (AMDG)
4th Floor, Jade Building
335 Gil Puyat Avenue, Makati City

Gentlemen:

This is to submit my/our offer to purchase from the Home Guaranty Corporation (HGC) on an “AS IS, WHERE IS” basis the HGC property described below:

Location : _____

My/our proposal for the above property shall be under the following terms:

Selling Price : P _____

Bid Price : P _____

Terms of Payment : ☐ SPOT CASH (Payment upon approval of Purchase Proposal)
Payment must be made within 5 days upon receipt of Approval.

CASH PAYMENT : Payment payable within:

☐ 30 Days ☐ 60 Days ☐ 90 Days

☐ HGC In-House Financing (Installment):

Downpayment (min. 10% of Bid Price): P _____

Terms of Payment/ No. of Years:
(max. of 30 years) _____

☐ Bank Financing/HDMF/GSIS/SSS take-out

To support my/our purchase proposal, I have attached the Information Sheet (Form No. 2) including the Documentary Requirements.

Further, I /we have enclosed payment representing bid security:

- ☐ P 5,000.00 (for Bid Price of P 400,000.00 and below)
- ☐ P 10,000.00 (for Bid Price of P400,001.00 to P 2,000,000.00)
- ☐ P 15,000.00 (for Bid Price over P 2,000,001.00)

Upon approval of my/our offer to purchase, I shall comply with the terms and conditions specified in HGC’s Notice of Approval.

My/our failure to pursue the sale or comply with the conditions of the accepted and approved purchase proposal would mean **automatic cancellation** of HGC’s approval.

Very truly yours,

(Signature over printed name)

HOME GUARANTY CORPORATION
MARKETING AND SALES DEPARTMENT

INFORMATION SHEET

1. Bidder's Name/Business Name:		2. Spouse Name:
3. Residential Address:	4. Telephone No. (Residence): Cellphone No. :	5. FAX Number
6. Provincial Address	7. Telephone No.:	8. TIN No.
9. Nationality	10. Civil Status	11. Birthdate/Age
12. Name of Employer	13. Business Address	14. Monthly Salary:
For Corporation/Self Employed: 15. Type of Business	16. Business Address	17. Photo of Applicant Paste 2"x2" picture here
18. Line of Business		

FINANCIAL INFORMATION

19. Income	Borrower	Spouse	Expenses:
Salaries	P _____	P _____	Living and Utilities _____
Allowances	_____	_____	Rental (if applicable) _____
Commissions	_____	_____	Transportation _____
Others	_____	_____	Loan Amortization _____
GROSS Monthly Income	P _____	P _____	Others _____
W/holding Tax, PIF, etc.	P _____	P _____	COMBINED Monthly _____
Net Income	P _____	P _____	Expenses _____
COMBINED Net Income	P _____	P _____	COMBINED NET _____
			Disposable Income _____

20. Other Sources of Family Income (use separate sheet if necessary)

<u>Company Name</u>	<u>Estimated Annual Income</u>
_____	_____
_____	_____

21. Bank References

<u>Name of Bank</u>	<u>Branch</u>	<u>Address</u>
_____	_____	_____
_____	_____	_____

22. CERTIFICATION

I hereby certify that the above data, as well as its attached documentary requirements, are true and correct. I Likewise authorize the Home Guaranty Corporation to verify the validity of all information stated herein.

_____ (Signature over Printed Name)	_____ (Date)
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23. Documentary Requirements*	
Individual: a. Photocopy of Community Tax Certificate b. Proof of Income (payslip, latest ITR, Certificate of Employment, Business Permit, etc.) c. Employer's Certificate d. Bank accounts e. Other documents to support the purchase proposal	Corporate: a. SEC Registration, Articles of Incorporation, Business Permit b. Audited Financial Statement for preceeding two (2) years c. Board Resolution and Secretary's Certificate

Note: *Bidders who fail to submit/attach the Documentary Requirements from the date of schedule of opening of bids shall be declared Non-Compliant.
 For winning/approved proposals the bid security shall be deducted from the downpayment. Bid security for losing proposals shall be refunded to the bidder. Bid security of approved proposals who later backed-out of his/her purchase proposal shall be forfeited.