

**HOME GUARANTY CORPORATION
MARKETING & SALES DEPARTMENT
BUYER'S INFORMATION SHEET
(For Corporation)**

Form No. 2 B

1 Name of Company:	2 Authorized Representative: Name: _____ Designation: _____	3 Photo of Authorized Representative Paste 2'x2' picture here
4 Business Address:	5 Line of Business:	6 Net Monthly Income

7 Certification

I hereby certify that the above information, as well as the attached documentary requirements listed below, are true and correct. I, likewise, authorize the Home Guaranty Corporation to verify the Validity of all the information and documents given.

BY: Authorized Representative

(Signature over Printed Name)

Checklist of Documentary Requirements:

- a) Articles of Incorporation,
- b) Business Permit
- c) Latest Income Tax Return duly received by BIR (photocopy)
- d) Audited Financial Statements (F.S) for the past two years or the latest F.S
- e) Board Resolution & Secretary's Certificate designating the authorized representative to bid for and in behalf of the company
- f) Two (2) government issued IDs of the authorized representative.

Note: Bidders who fail to submit/attach the Documentary Requirements on or before the scheduled opening of bids shall be declared non-compliant, hence, ineligible to participate in the bidding.