

## TENDER REGISTRATION FORM –EOI 09/24 SALE OF RESIDENTIAL LOTS

The Chief Executive Officer  
Housing Authority  
P O Box 6472  
**VALELEVU**

Dear Sir

I wish to express my/our interest to purchase the following lots:

**Please state your Tender amount in VEP. \*VAT will be applicable at the relevant rate.**

**Table A – Residential Lots**

No	SO	Lot	Land Area (sqm <sup>2</sup> )	Location	Tenure	Zoning	Tender Amount (VEP)
1	SO7387	01	310	Matavolivoli	iTLTB	Residential	
2	SO7387	20	250	Matavolivoli	iTLTB	Residential	

\*Annual combined household gross income must be **\$50,000 or below**, if you are applying lot listed in Table A.

**Table B – High-end Residential Lots**

No.	SO	Lot	Land Area (sqm <sup>2</sup> )	Location	Tenure	Zoning	Tender Amount (VEP)
3	SO7387	23	380	Matavolivoli	iTLTB	Residential	
4	SO7637	44	820	Matavolivoli	iTLTB	Residential	

\*There is **no income restriction** for the lot listed in **Table B**.

**Tenderer Details**

Applicant Details	Applicant 1	Applicant 2
1. Surname		
2. First Name		
3. Relationship to applicant 1		
4. Marital Status		
5. Date of Birth		
6. TIN No		
7. FNPF No.		
8. FNPF Housing Eligibility		
9. FNPF Total Amount		
10. Postal Address		
11. Employer		
12. Self Employed		
13. Occupation		
14. Current Annual Salary		
15. Any Other Source of Income		
16. Mobile No		
17. Work Telephone No		
18. Residential Address		
19. Email Address:		

**Proof of first time home owner** (HA Standard Statutory Declaration & Property Search), **Fiji citizen** (copy of Passport/Voter ID) and **annual income** (latest pay slip/letter from employer/ notice of assessment), Birth Certificate, TIN Letter/ FRCS/FNPF Joint Card & FNPF Statement must be submitted as part of the submission.

**20. Financing & Equity Details – Please tick the appropriate box and fill in the equity amount**

Lender	Tick	Equity Amount	Comment/Details
HA loan			
Bank Loan			
Cash (source details to be provided)			
<b>Equity</b>			
FNPF			
Own Cash			
Assistance from Third Party(source details to be provided)			

**21. Declaration**

I/We the undersigned declare that the information provided in this form are correct and true.

	Applicant 1	Applicant 2
Full Name		
Signature		
Date		

**IMPORTANT NOTICE**

Please note that section 29 Housing Act Cap 267 states that: Any applicant for assistance, whereby way of loan, guarantee or otherwise, who willfully fails to disclose any material information within his knowledge, or who willfully makes any statement which he knows to be false or does not believe to be true, shall be guilty of an offence and on conviction shall be liable to a fine not exceeding \$200 or imprisonment for a term not exceeding 6 months, or to both such fine and imprisonment.

**[FAI 4] False representation in order to obtain a benefit**

- (1) A person must not knowingly make a false representation to any officer, agent or representative of the Government or an entity for the purpose of obtaining a benefit.
- (2) Any person who contravenes subsection (1) commits an offence and is liable upon conviction to a fine not exceeding \$20,000 or imprisonment for a term not exceeding 10 years, or to both.

**Customer Checklist – Required Document**

<input type="checkbox"/>	Latest Stamped Payslip / Notice of Assessment from FRCS for past 3 years if self-employed or own any business
<input type="checkbox"/>	Declare if there is any other source of income
<input type="checkbox"/>	Latest FNPF Statement
<input type="checkbox"/>	Birth Certificate
<input type="checkbox"/>	Fiji Citizen - Valid Fijian Voter Registration Card or Fijian Passport copy
<input type="checkbox"/>	FRCS/FNPF Joint Card or TIN Letter
<input type="checkbox"/>	HA standard Statutory Declaration signed by JP confirming you as a first time home owner and your marital status
<input type="checkbox"/>	Title & Deed Search to be conducted from Register of Titles office using TIN number and Fathers' name

\*Note Below

1. **For married applicant(s)** - Both the spouses' need to provide their details as per the above checklist. Should a spouse be unemployed then it should be mentioned in statutory declaration but he/she will still need to provide other relevant documents as per the checklist.
2. **De-facto relationship** - statutory declaration stating their years of relationship to be provided and provide partners' details as per the above checklist.
3. **If Divorced** - dissolution of marriage to be provided.
4. **If widow/widower** – death certificate to be provided.

**\*Please note that all the above required documents are mandatory. Failure to provide any of the above documents will render the EOI incomplete and will not be consider for lot allocation.**

## STATUTORY DECLARATION

I \_\_\_\_\_  
 of (residential address) \_\_\_\_\_

*"Please indicate in writing the option that best describes your situation regarding first-time home ownership:"*

Solemnly and sincerely, declare that:

1. I am a Fijian citizen residing in Fiji \_\_\_\_\_ [Yes/No];
2. I \_\_\_\_\_ [do/do not] hold dual citizenship or permanent residency of any other country.
3. I am a First time home owner and do not own any properties around Fiji and have never previously purchased or owned a home in Fiji \_\_\_\_\_ [Yes/No];
4. \_\_\_\_\_ [I am/ I am not] in process of acquiring any property from any external parties apart from the expression that I am submitting to the Housing Authority;
5. I am \_\_\_\_\_ [Single - never married/ Married/ Divorced/ Widowed/ in de-facto relationship];
6. I am currently \_\_\_\_\_ [employed/unemployed];
7. My annual Gross income is \$ \_\_\_\_\_;
8. My combined Gross household income is \_\_\_\_\_ [below/above] \$50,000 annually that is earned from \_\_\_\_\_.
9. I \_\_\_\_\_ [do/ do not] have other source of income, businesses or interest. (either registered or unregistered).
10. I have also \_\_\_\_\_ [declared/not declared] all income earned to Fiji Revenue & Customs Services;
11. I am currently \_\_\_\_\_ [staying with families/renting] at the above residential address;
12. I will use the lot/house if allocated for the purpose as permanent residence.

And I make this solemn declaration believing the same to be true and by virtue of the Statutory Declarations Act 1970.

DECLARED at \_\_\_\_\_  
 this \_\_\_\_\_ day of \_\_\_\_\_,  
 \_\_\_\_\_, 20\_\_\_\_\_  
 before me and I certify that the declaration was read over in the \_\_\_\_\_  
 language to the declarant who appeared fully to understand the meaning thereof.

\_\_\_\_\_  
 (Office held or nature of Appointment e.g.  
 Justice of Peace or Commissioner of Oath)