

ADVISORY TO BIDDERS
(SUPPLEMENTAL INSTRUCTIONS TO BIDDERS
ON THE AUCTION OF BANGKO SENTRAL NG PILIPINAS - ACQUIRED PROPERTIES)
Revised on 25 September 2023

The following measures shall be implemented in the Bangko Sentral ng Pilipinas (BSP):

1. Bidders are strongly encouraged to coordinate with the Property Management and Disposal Divisions of Asset Management Department (AMD) regarding their submission of bids, which may be done personally or through courier service.
2. Bids Through Personal Delivery - Bidders or their representatives shall be allowed to enter the BSP premises for the sole purpose of dropping of bid envelopes in the designated AMD bid box, which shall be placed at Room 211, 2nd Floor, Five-Storey Building, BSP Head Offices starting on the first working day following the publication of the Invitation to Bid.

As precautionary measures, bidders or their representatives are encouraged to wear facemask inside the BSP premises and ensure that they are not experiencing symptoms such as fever, cough, and colds.

Bidders are advised to have their bids ready to be dropped at the bid box before arrival to BSP as no separate area shall be designated for filling up of bid forms, to prevent unnecessary congregation of people. Bidders are further advised that entry into BSP premises shall no longer be allowed after the published cut-off time for the submission of bids.

3. Bids Through Courier - It is the sole responsibility of the bidders that bids sent through courier are received at the BSP Head Office before the cut-off date and time. Bidders are advised to provide ample time in the sending of bid documents to ensure delivery before the cut-off.
4. Bid Bond - Bidders are encouraged to enclose a manager's check, instead of cash, in the bid envelope for the required bid bond, except for bids submitted through courier, in which case, the bid bond shall be limited to manager's check.

The bid bond of losing bidders who are neither physically present nor represented during auction shall be returned, either to be picked up by the bidder/representative or to be credited to the account of the bidder.

5. Balance of Bid - Payment of the balance of the bid offer shall be made within 30 calendar days upon receipt of the NOA, through any of the BSP payment channels. The AMD Client's Payment Guide is attached as Annex "A", for reference.
6. Conduct of Auction - Bidders shall witness the conduct of auction, from the opening of bids up to the announcement of results of the auction, off-site via videoconferencing. A link to connect to the BSP Webex or Zoom videoconference application will be provided to the Bidders or their authorized representatives.

**BANGKO SENTRAL NG PILIPINAS
ASSET MANAGEMENT DEPARTMENT
CLIENTS' PAYMENT GUIDE**

For ease of transacting payments, the Bangko Sentral ng Pilipinas (BSP) is implementing the New Order of Payment System (NOPS) which enables clients of the BSP's Asset Management Department to generate their Order of Payment (OP) through the link at the BSP website. Attached as Annex "A-1" is the NOPS Quick Guide for the procedures in the generation of OP that will provide reference details for the payment of obligations through the following payment channels:

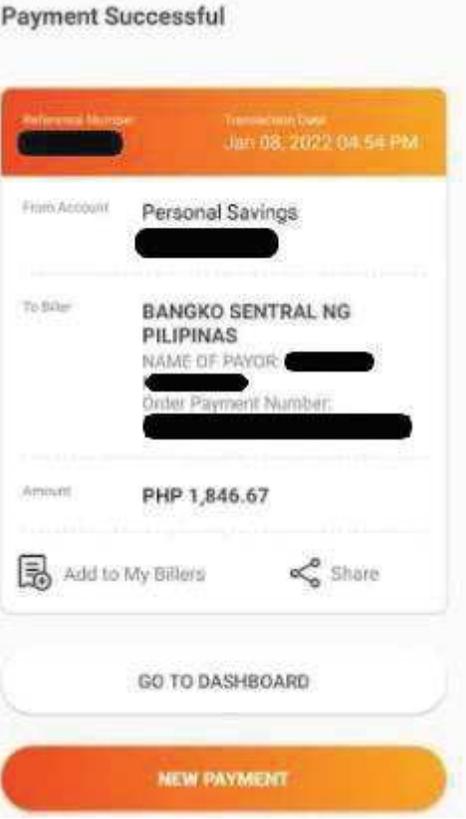
1. Union Bank of the Philippines (UBP) for over-the-counter or online payments (Annex "A-2");
2. China Banking Corporation (CBC) for over-the-counter or online payments;
3. Visa / Mastercard Credit and Debit cards through the NOPS site (pages 7 to 14 of Annex "A-1");
4. GCash (Annex "A-3");
5. 7-Eleven (Annex "A-4");
6. RD Pawnshops - Use ECPay Payment Slip. A hard copy of the payment slip (Annex "A-5") is available in the branch.

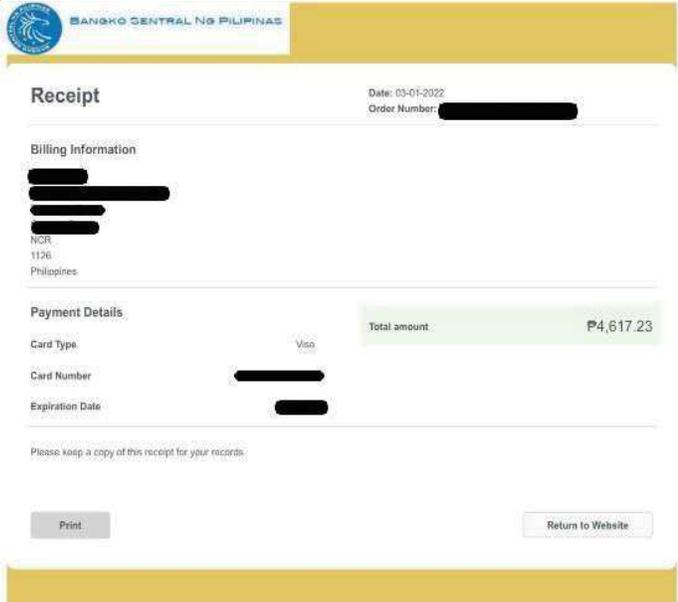
We also inform that for each transaction, the following corresponding fees will be added to the amount to be paid:

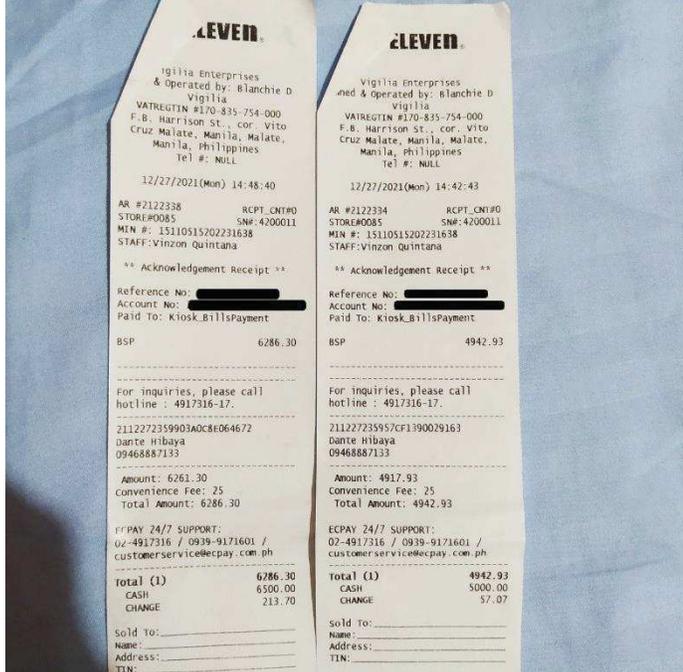
1. Over-the-counter payment
 - a. UBP - P15.00
 - b. CBC - P20.00
2. Online using credit or debit card - P5.00 plus Merchant Discount Rate
3. GCash / 7-Eleven / RD Pawnshop - Fixed fee of P25.00

Please send the following proof of payment through email to acquiredassets@bsp.gov.ph within the day of payment:

NO.	PAYMENT CHANNEL	PROOF OF PAYMENT	SAMPLE DOCUMENT
1	Over-the-Counter through Union Bank of the Philippines (UBP)	Machine Validated Transaction Receipt	

NO.	PAYMENT CHANNEL	PROOF OF PAYMENT	SAMPLE DOCUMENT
2	Mobile Banking Application through UBP	Screenshot of Payment Successful	
3	Over-the-Counter through China Banking Corporation (CBC)	Machine Validated Transaction Receipt	

NO.	PAYMENT CHANNEL	PROOF OF PAYMENT	SAMPLE DOCUMENT
4	Payment Gateway (Visa/Mastercard Debit/Credit Card)	NOPS Receipt Advisory	 <p>BANGKO CENTRAL NG PILIPINAS</p> <p>Receipt Date: 03-01-2022 Order Number: [REDACTED]</p> <p>Billing Information [REDACTED] [REDACTED] [REDACTED] NCR 1126 Philippines</p> <p>Payment Details</p> <p>Card Type: Visa Total amount: P4,617.23 Card Number: [REDACTED] Expiration Date: [REDACTED]</p> <p>Please keep a copy of this receipt for your records.</p> <p>Print Return to Website</p>
5	EC Pay	Validated Payment Details	 <p>PAYMENT DETAILS 1/7/22, 11:44:16 AM</p> <p>Collected on behalf of this biller using e[REDACTED] system</p> <p>Account ID: 1279 Branch: 39244:TEJERO Business Date: 1/7/2022 11:44:16 AM Reference Number: [REDACTED] Biller: BSP Account Number: [REDACTED] Identifier: [REDACTED] Amount: 12692.70 Convenience Fee: 25.00 Total: 12717.70</p> <p>Transaction Value</p>

NO.	PAYMENT CHANNEL	PROOF OF PAYMENT	SAMPLE DOCUMENT												
6	GCash	Screenshot of Gcash Advice	 <p style="text-align: center;">Payment Received</p> <p style="text-align: center;">B</p> <p style="text-align: center;">BSP</p> <p style="text-align: center;">PHP 5600.16</p> <p style="text-align: center;">GCash</p> <hr/> <table border="0" style="width: 100%;"> <tr> <td>Amount Paid</td> <td style="text-align: right;">PHP 5575.16</td> </tr> <tr> <td>Fee</td> <td style="text-align: right;">PHP 25.00</td> </tr> <tr> <td>Account</td> <td style="text-align: right;">[REDACTED]</td> </tr> <tr> <td>Account Number</td> <td style="text-align: right;">[REDACTED]</td> </tr> <tr> <td>Email</td> <td style="text-align: right;">[REDACTED]</td> </tr> </table> <hr/> <p>Ref. No. [REDACTED]</p> <p>11 January 2022 12:30:58 PM</p> <p>This has been processed and your payment will be posted on the next business day.</p> <p style="text-align: center;">GCash Pay Bills</p> <p style="text-align: center;">Save Biller Details ></p>	Amount Paid	PHP 5575.16	Fee	PHP 25.00	Account	[REDACTED]	Account Number	[REDACTED]	Email	[REDACTED]		
Amount Paid	PHP 5575.16														
Fee	PHP 25.00														
Account	[REDACTED]														
Account Number	[REDACTED]														
Email	[REDACTED]														
7	7-Eleven	Kiosk Validated Receipt	 <p style="text-align: center;">7-ELEVEN</p> <p>Vigilia Enterprises & Operated by: Blanchie D. Vigilia VATREG TIN #170-835-754-000 F.B. Harrison St., cor. Vito Cruz Malate, Manila, Malate, Manila, Philippines Tel #: NULL</p> <p>12/27/2021 (Mon) 14:48:40</p> <p>AR #2122338 RCPT_CNT#0 STORE#0085 SN# 4200011 MIN #: 15110515202231638 STAFF: Vinzon Quintana</p> <p>*** Acknowledgement Receipt ***</p> <p>Reference No: [REDACTED] Account No: [REDACTED] Paid To: Kiosk_BillsPayment</p> <p>BSP 6286.30</p> <hr/> <p>For inquiries, please call hotline : 4917316-17.</p> <p>2112272359903AOC8E064672 Dante Hibaya 09468887133</p> <p>Amount: 6281.30 Convenience Fee: 25 Total Amount: 6286.30</p> <p>FPAY 24/7 SUPPORT: 02-4917316 / 0939-9171601 / customerservice@ecpay.com.ph</p> <table border="0" style="width: 100%;"> <tr> <td>Total (1)</td> <td style="text-align: right;">6286.30</td> </tr> <tr> <td>CASH</td> <td style="text-align: right;">6500.00</td> </tr> <tr> <td>CHANGE</td> <td style="text-align: right;">213.70</td> </tr> </table> <p>Sold To: _____ Name: _____ Address: _____ TIN: _____</p> <hr/> <p style="text-align: center;">7-ELEVEN</p> <p>Vigilia Enterprises & Operated by: Blanchie D. Vigilia VATREG TIN #170-835-754-000 F.B. Harrison St., cor. Vito Cruz Malate, Manila, Malate, Manila, Philippines Tel #: NULL</p> <p>12/27/2021 (Mon) 14:42:43</p> <p>AR #2122334 RCPT_CNT#0 STORE#0085 SN# 4200011 MIN #: 15110515202231638 STAFF: Vinzon Quintana</p> <p>*** Acknowledgement Receipt ***</p> <p>Reference No: [REDACTED] Account No: [REDACTED] Paid To: Kiosk_BillsPayment</p> <p>BSP 4942.93</p> <hr/> <p>For inquiries, please call hotline : 4917316-17.</p> <p>211227235957CFL190029163 Dante Hibaya 09468887133</p> <p>Amount: 4917.93 Convenience Fee: 25 Total Amount: 4942.93</p> <p>ECPAY 24/7 SUPPORT: 02-4917316 / 0939-9171601 / customerservice@ecpay.com.ph</p> <table border="0" style="width: 100%;"> <tr> <td>Total (1)</td> <td style="text-align: right;">4942.93</td> </tr> <tr> <td>CASH</td> <td style="text-align: right;">5000.00</td> </tr> <tr> <td>CHANGE</td> <td style="text-align: right;">57.07</td> </tr> </table> <p>Sold To: _____ Name: _____ Address: _____ TIN: _____</p>	Total (1)	6286.30	CASH	6500.00	CHANGE	213.70	Total (1)	4942.93	CASH	5000.00	CHANGE	57.07
Total (1)	6286.30														
CASH	6500.00														
CHANGE	213.70														
Total (1)	4942.93														
CASH	5000.00														
CHANGE	57.07														
8	RD Pawnshop	Payment Receipt													

QUICK GUIDE

1. What is the New Order of Payment System (NOPS)?

NOPS is designed as a secured web-based system easily accessible by the public through the internet. The main feature of the NOPS is the availability of various payment channels where the Bangko Sentral ng Pilipinas' (BSP) clients can pay their obligations to the BSP. Payments can be made to the BSP Depository Banks through the following:

- a. Over-the-counter;
- b. Mobile or online banking; and
- c. Payment gateway (e.g., VISA/Mastercard debit or credit card)

This is in line with BSP's advocacy to promote digital payments and to provide BSP clients with accessible payment facilities

2. What can I do in the New Order of Payment System?

For Asset Management Department stakeholders, you may use NOPS to generate your own Order of Payment statements, inquire its status, and download Official Receipts (OR).

For other stakeholders, you may also use NOPS to inquire status, download ORs, and pay *via* the Payment Gateway.

Among the transactions to be collected by the BSP through the NOPS are the following:

- a. Installments due and lease rentals;
- b. Licensing and registration fees of new banks, pawnshops and money service businesses;
- c. Sale of bidding documents and payment of bid securities;
- d. Sale of souvenirs and corporate items;
- e. Return of unused cash advances of BSP and non-BSP personnel; and
- f. Other amounts due to the BSP.

3. How do I generate my own Order of Payment?

(Note: Available to Asset Management Department stakeholders as of the moment)

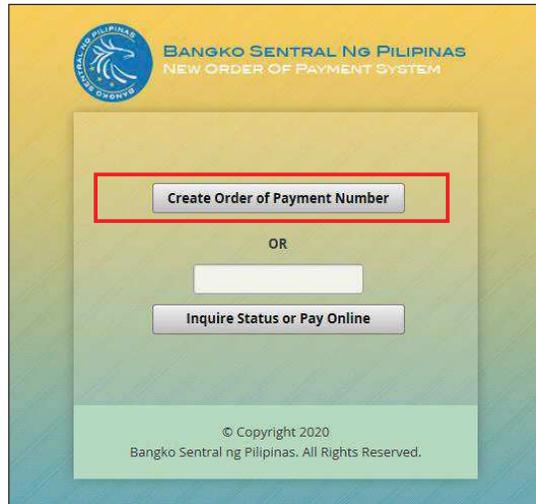
1. Go to the BSP official website at bsp.gov.ph and click "New Order of Payment Systems (NOPS)".



The screenshot shows the homepage of the Bangko Sentral ng Pilipinas (BSP). The header includes the BSP logo and name, along with social media icons and a search bar. The navigation menu is divided into two rows: the top row contains HOME, ABOUT THE BANK, MONETARY POLICY, BANKING SUPERVISION, PAYMENTS & SETTLEMENTS, STATISTICS, and FEEDBACK CORNER; the bottom row contains BETA HOME, BSP NOTES & COINS, MONETARY OPERATIONS, LOANS-CREDIT & ASSET MGT, PUBLICATIONS & RESEARCH, REGULATIONS, and PROCUREMENT. Below the navigation menu, there are three main sections: Quick Links, What's New, and Key Rates. In the Quick Links section, the link for "New Order of Payment System (NOPS) - NEW" is highlighted with a red border. The What's New section shows a list of recent publications, including Circular No. 1095, Circular No. 1094, and Memorandum No. M-2020-067. The Key Rates section displays a table of interest rates for 11 Sep 2020.

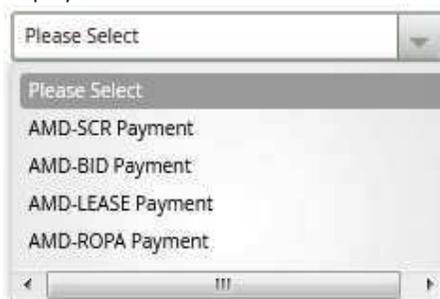
11 Sep 2020	
US\$ 1.00	PhP 48.579
O/N Lending Rate	2.75%
O/N RRP Rate	2.25%
O/N Deposit Rate	1.75%
7-day TDF (WAIR) (09 Sep '20)	1.8276%
14-day TDF (WAIR) (09 Sep '20)	1.8479%
28-day TDF (WAIR) (09 Sep '20)	1.8518%
Inflation Rate (Aug '20)	2.4% (2012=100)

2. Once the system is displayed, click “Create Order of Payment”.



3. The ‘Create Order of Payment’ form is displayed.

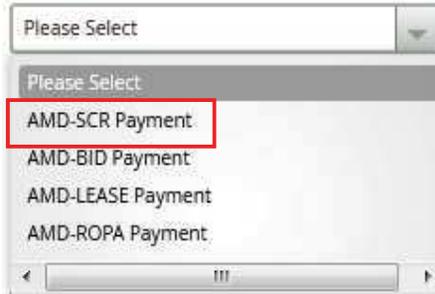
4. Click the “Transaction Type” drop down pane. The following Transaction Types are displayed:



The above transaction types are the classification of your payments. Choose:

- (1) AMD – Sales Contract Receivable (SCR) if your transaction with AMD is for the payment of installment;

- (2) AMD – BID Payment if your transaction with AMD is for the payment of purchase of BSP-acquired property through public auction ;
 - (3) AMD – LEASE if your transaction with AMD is for the payment of rental;
 - (4) AMD – Real and Other Properties (ROPA) if your transaction with AMD is for the payment of purchase of BSP-acquired property through negotiation.
5. From the drop down pane, select a type of transaction. In this quick guide, let us use the AMD-SCR Payment.



6. The “Account Number” field is displayed. Enter your Account Number then click “Retrieve”. If you do not know your Account Number, you may secure it from AMD.

Transaction Type	AMD-SCR Payment
PLEASE PROVIDE PAYER IDENTITY	
Account Number	<input type="text"/> <input type="button" value="Retrieve"/>
Name	<input type="text"/>
TIN	<input type="text"/>
Email	<input type="text"/>
Phone Number	<input type="text"/>
PLEASE PROVIDE PAYMENT DETAILS	
Amount Due to BSP	<input type="text"/> 0.00
Amount in BIR Form 2307	<input type="text"/> 0.00
Amount in BIR Form 2306	<input type="text"/> 0.00
<i>Reminder: Please submit the original copy of the necessary BIR Form to BSP.</i>	
Value Added Tax	<input type="text"/> 0.00

7. Once the Account Number is retrieved, the system displays the Name, TIN and Amount due to BSP.

Transaction Type	AMD-SCR Payment
PLEASE PROVIDE PAYER IDENTITY	
Account Number	SCR000 <input type="button" value="Retrieve"/>
Name	DELA CRUZ, JUAN
TIN	123-456-789-000
Email	
Phone Number	
PLEASE PROVIDE PAYMENT DETAILS	
Amount Due to BSP	9,403.90
Amount in BIR Form 2307	0.00
Amount in BIR Form 2306	0.00
<i>Reminder: Please submit the original copy of the necessary BIR Form to BSP.</i>	
Value Added Tax	0.00

8. Enter a valid email address and valid phone number. For the email and phone number please provide them following these formats: Email: [xxxx@xxx.xxx](#); Mobile: 9XXXXXXXX. If you do not have an email account, you may leave this blank.

For Lease Account (if applicable): If you opt to withhold the appropriate taxes, enter the amount stated in the BIR 2307 or 2306 certificate in the "Amount in BIR Form 2307" and "Amount in BIR 2306" field, respectively, whichever is available.

PLEASE PROVIDE PAYER IDENTITY	
Account Number	SCR000 <input type="button" value="Retrieve"/>
Name	DELA CRUZ, JUAN
TIN	123-456-789-000
Email	juandelacruz@email.com.ph
Phone Number	9*****
PLEASE PROVIDE PAYMENT DETAILS	
Amount Due to BSP	9,403.90
Amount in BIR Form 2307	0.00
Amount in BIR Form 2306	0.00
<i>Reminder: Please submit the original copy of the necessary BIR Form to BSP.</i>	
Value Added Tax	0.00

9. The Total Amount Due is computed as the balance of the Amount Due to BSP less the Amounts in the BIR Forms 2307 and 2306.

PLEASE PROVIDE PAYMENT DETAILS	
Amount Due to BSP	9,403.90
Amount in BIR Form 2307	0.00
Amount in BIR Form 2306	0.00
<i>Reminder: Please submit the original copy of the necessary BIR Form to BSP.</i>	
Value Added Tax	0.00
Total Amount Due	9,403.90

10. At the bottom of the form, the default validity date and time are displayed. This cannot be edited.

Payment Valid Until	28 July 2020, Tuesday	at	11:59 PM
<input checked="" type="checkbox"/> I agree that the above information provided is correct.			
<input type="button" value="Submit"/>		<input type="button" value="Cancel"/>	

11. Check if all the data entered are correct. Once done, click "I agree that the above information provided is correct", then click "Submit".

Payment Valid Until	28 July 2020, Tuesday	at	11:59 PM
<input checked="" type="checkbox"/> I agree that the above information provided is correct.			
<input type="button" value="Submit"/>		<input type="button" value="Cancel"/>	

12. Once the Success screen is displayed, you may PRINT the PDF copy of the Order of Payment. This is also sent to the email address provided by the client, if an email is provided.

SUCCESS

To view the Order of Payment, kindly click the link below.
A copy has also been forwarded to the provided email address.

[Return to Main Page](#)

Pay Later
For Over-the-Counter (OTC) payments, kindly make sure to print the order of payment slip and visit any accredited collecting agent.

Pay Now
Please select from the following options:

12. A sample of the Order of Payment is shown as follows:



Bangko Sentral ng Pilipinas

Order of Payment Details

Name	MR. JUAN DELA CRUZ
Amount Due in PHP	9,403.90
Particulars	AMD-SCR Payment

Your Order of Payment Reference Number is:

2009092359CEC8E9EB058003

Please pay not later than **09 September 2020, Wednesday, 11:59 PM**

List of Payment Channels:

Payment via debit/credit card:

1. Access the BSP Website at www.bsp.gov.ph
2. Click NOPS Portal under Quick Links
3. Input the Order of Payment reference number in the field provided and click Inquire Status or Pay Online

Payment via accredited collecting agents:

1. Unionbank of the Philippines (UBP)
 - a. Cash or Check via Over-the-Counter (OTC) Bills Payment in any UBP branch
 - b. Online Banking Bills Payment (must be an account holder)

Note:

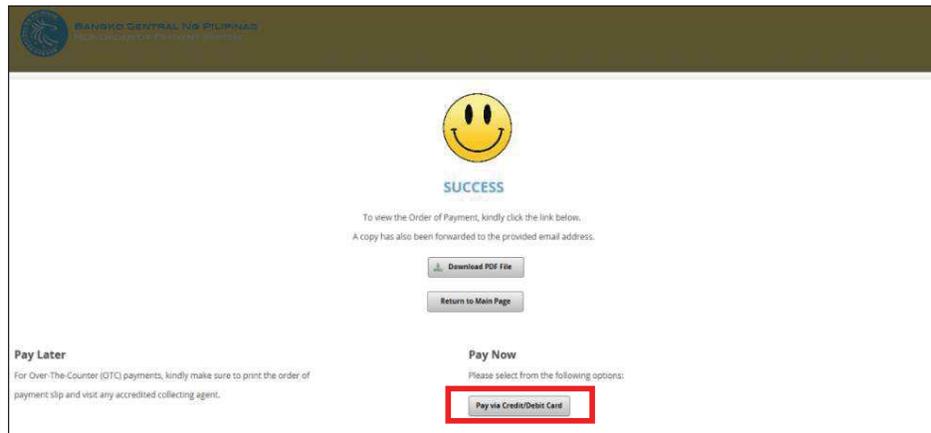
- * *Applicable service fees may apply.*
- * *A single cheque shall be accepted as payment.*
- * *Official receipt shall be released upon confirmation of payment.*

09 September 2020, Wednesday, 5:05
PM

4. How do I pay using debit/credit card?

PAYING FROM THE SUCCESS SCREEN

1. From the Success screen, click “Pay via Credit / Debit Card”.



2. A pop-up message on the convenience fee will appear. To confirm, click “Yes”.



The convenience fee for payment using the Payment Gateway is computed as follows:
$$[(\text{Amount Due} / (100\% - 1.2\%)) \times 1.2\%] + 5.00$$

For the amount due of P1,000.00, the convenience fee shall be $[(1,000 / .988) \times .012] + 5.00$ or P17.15 shall be added.

3. Fill out all the required fields, then click “Next”.

Billing Form

BILLING INFORMATION

First Name:

Last Name:

Company:

Country:

State:

Street Address 1:

Street Address 2:

City/Municipality:

Postal Code:

Phone Number:

Email Address:

Amount Due to BSP	120,000.00
Convenience Fee	1,462.55
TOTAL AMOUNT	121,462.55

4. Payment Details Form is displayed. Enter card details, then click "Next".

Payment Details

Card Type * * Required field

VISA Visa Mastercard

Card Number *

Expiration Date *

CVV *
This code is a three or four digit number printed on the back or front of credit cards.

Back Next

[Cancel Order](#)

Your Order

Total amount P121,462.55

5. Summary of Payment details is displayed. To proceed, click "Pay".

Review your Order

Billing Address

Mark Roland Laroya
BSP
Test
Test
Pasig
NCR
1606
Philippines

Payment Details

Card Type Visa
Card Number xxxxxxxxxxxx0002
Expiration Date 12-2020

Your Order

Total amount P121,462.55

Back Pay

[Cancel Order](#)

6. Enter the One-Time-Passcode (OTP) sent to your mobile phone, then click "Submit".

Verified by VISA

MEMBER BANK

Added Protection
Please submit your Verified by Visa password.

Merchant: BSP
Amount: 121462.55
Date: 08/10/2020
Card Number: xxxxxxxxxxxx0002
Personal Message: Password is "1234"

User Name: test1
Password: |

[New User / Forgot your password?](#)

Submit Help Exit

7. After payment is confirmed, the Receipt is displayed. Customer may “Print” or “Return to Website”.

The screenshot shows a digital receipt interface with a green header bar containing the steps: Billing, Payment, Review, and Receipt. The main content area is titled "Receipt" and includes the following information:

- Date:** 11-08-2020
- Order Number:** 2008102359906B27AF055273
- Billing Information:** Mark Roland Laroya, BSP, test, test, Pasig, NCR, 1600, Philippines.
- Payment Details:** Card Type: Visa; Card Number: xxxxxxxxxxxx0002; Expiration Date: 12-2020; Total amount: ₱121,462.55.

At the bottom of the receipt, there are two buttons: "Print" and "Return to Website", both of which are highlighted with red rectangular boxes. A note at the bottom of the receipt area reads: "Please keep a copy of this receipt for your records".

PAYING FROM THE MAIN PAGE

1. Enter the Order of Payment number and click “Inquire Status or Pay Online”.

The screenshot displays the main page of the Bangko Sentral ng Pilipinas (BSP) New Order of Payment System. The page features the BSP logo and the text "BANGKO SENTRAL NG PILIPINAS NEW ORDER OF PAYMENT SYSTEM". The main content area contains the following elements:

- A button labeled "Create Order of Payment Number".
- The word "OR" centered below the first button.
- A text input field for entering the Order of Payment number, which is highlighted with a red rectangular box.
- A button labeled "Inquire Status or Pay Online" located directly below the input field.

At the bottom of the page, there is a copyright notice: "© Copyright 2020 Bangko Sentral ng Pilipinas. All Rights Reserved."

- The Order of Payment details is displayed. At the bottom of the form, click "Pay via Credit/Debit Card".

Order of Payment

Order of Payment Number	200728235940BA1FA3064881
Particulars	AMD-BID Payment
Account Number	C100000502341
Name	Ms. Gloria C. Castellano
Phone Number	9178030679
Email	dumanos@bsp.gov.ph
Amount Due in PHP	12,345.00
Payment Valid Until	28 July 2020, Tuesday, 11:59 PM
Payment Status	Pending

- The Billing Form is displayed. Fill out all the required fields, then click "Next".

Billing Form

BILLING INFORMATION

First Name	<input type="text"/>
Last Name	<input type="text"/>
Company	<input type="text"/>
Country	<input type="text" value="Please Select"/>
State	<input type="text" value="Please Select"/>
Street Address 1	<input type="text"/>
Street Address 2	<input type="text"/>
City/Municipality	<input type="text" value="Please Select"/>
Postal Code	<input type="text" value="Please Select"/>
Phone Number	<input type="text"/>
Email Address	<input type="text"/>

4. Payment Details Form is displayed. Enter card details, then click "Next".

The screenshot shows a payment form with the following elements:

- Navigation tabs: Billing, **Payment**, Review, Receipt
- Section: **Payment Details** (with a lock icon and '* Required field' note)
- Card Type: Radio buttons for **VISA** and Mastercard.
- Card Number: Input field.
- Expiration Date: Two dropdown menus.
- CVV: Input field with a note: "This code is a three or four digit number printed on the back or front of credit cards." and a magnifying glass icon over the number 123.
- Buttons: **Back** and **Next** (highlighted with a red box).
- Link: [Cancel Order](#)
- Summary: **Your Order** section showing **Total amount** as **₱121,462.55**.

5. Summary of Payment details is displayed. To proceed, click "Pay".

The screenshot shows a review page with the following elements:

- Navigation tabs: Billing, **Payment**, Review, Receipt
- Section: **Review your Order**
- Section: **Billing Address**
 - Mark Roland Laroya
 - BSP
 - Test
 - Pasig
 - NCR
 - 1606
 - Philippines
- Section: **Payment Details**
 - Card Type: Visa
 - Card Number: xxxxxxxxxxxx0002
 - Expiration Date: 12-2020
- Section: **Your Order**
 - Total amount: ₱121,462.55
- Buttons: **Back** and **Pay** (highlighted with a red box).
- Link: [Cancel Order](#)

6. Enter the One-Time-Password (OTP) sent to your mobile phone and click "Submit".

The screenshot shows a security verification page with the following elements:

- Logos: **Verified by VISA** and **MEMBER BANK**
- Section: **Added Protection**
 - Please submit your Verified by Visa password.
 - Merchant: BSP
 - Amount: 121462.55
 - Date: 08/10/2020
 - Card Number: xxxxxxxxxxxx0002
 - Personal Message: Password is "1234"
 - User Name: test1
 - Password: [input field]
- Links: [New User / Forgot your password?](#), [Help](#), [Exit](#)
- Buttons: **Submit** (highlighted with a red box)

7. After payment is confirmed, the Receipt is displayed. You may “Print” or “Return to Website”.

The screenshot shows a digital receipt page with a green header containing navigation tabs: Billing, Payment, Review, and Receipt. The Receipt tab is active. The main content area is titled "Receipt" and includes the following information:

- Date:** 11-08-2020
- Order Number:** 2008102359906B27AF055273
- Billing Information:** Mark Roland Laroya, BSP, test, test, Pasig, NCR, 1600, Philippines.
- Payment Details:** Card Type: Visa; Card Number: xxxxxxxxxxxx0002; Expiration Date: 12-2020. A green box highlights the **Total amount** as ₱121,462.55.

Below the details, there is a note: "Please keep a copy of this receipt for your records". At the bottom, there are two buttons: "Print" and "Return to Website", both highlighted with red boxes.

5. Can I view the status of my Order of Payment?

1. On the Main Page, enter a valid order of payment reference number then click “Inquire Status / Pay Online”.

The screenshot shows a payment status inquiry interface with a yellow background. It features a button labeled "Create Order of Payment Number". Below this, the word "OR" is centered. A text input field contains the alphanumeric string "8235940BA1FA30648 x" and is highlighted with a red box. Below the input field is a button labeled "Inquire Status or Pay Online". At the bottom of the page, there is a copyright notice: "© Copyright 2020 Bangko Sentral ng Pilipinas. All Rights Reserved."

- The Order of Payment details is displayed including its status.

The screenshot shows a web form titled "Order of Payment" with the following fields and values:

Order of Payment Number	200728235940BA1FA3064881
Particulars	AMD-BID Payment
Account Number	C1000000502341
Name	Ms. Gloria C. Castellano
Phone Number	9178030679
Email	dumanos@bsp.gov.ph
Amount Due in PHP	12,345.00
Payment Valid Until	28 July 2020, Tuesday, 11:59 PM
Payment Status	Pending

At the bottom of the form, there are two buttons: "Pay via Credit/Debit Card" and "Cancel". The "Payment Status" field is highlighted with a red rectangular border.

- Once payment has been uploaded in the BSP's accounting system, which is normally after one (1) to two (2) business days, the status of the Order of Payment will be changed to "Paid".

The screenshot shows a web form titled "Order of Payment" with the following fields and values:

Order of Payment Number	200818160031FC9CA2007832
Particulars	COR01
Account Number	
Name	Timi Yuro
Phone Number	9178888888
Email	ty@yahoo.com
Amount Due in PHP	2,000.00
Payment Valid Until	18 August 2020, Tuesday, 04:00 PM
Payment Status	Paid

At the bottom of the form, there are two buttons: "Download Official Receipt" and "Cancel". The "Payment Status" field is highlighted with a red rectangular border.

- You can only download the Official Receipt if the status displayed is "Paid". Click "Download OR".

The image shows a screenshot of a web application interface for an 'Order of Payment'. The form is titled 'Order of Payment' and contains several fields with their corresponding values. The 'Amount Due in PHP' field and the 'Download Official Receipt' button are highlighted with red boxes. The 'Payment Status' is 'Paid'.

Field	Value
Order of Payment Number	200818160031FC9CA2007832
Particulars	COR01
Account Number	
Name	Timi Yuro
Phone Number	9178888888
Email	ty@yahoo.com
Amount Due in PHP	2,000.00
Payment Valid Until	18 August 2020, Tuesday, 04:00 PM
Payment Status	Paid

Buttons: Download Official Receipt, Cancel

- The Official Receipt is displayed in PDF format, which you may PRINT.

PAYMENT THROUGH UNION BANK BANK OF THE PHILIPPINES (UnionBank)

Over-the-Counter Payment

1. Go to any UnionBank branch near you.
2. Fill out a Bills Payment Slip (BPS) in duplicate (sample form attached), following the details below:
 - *Payment for: BANGKO SENTRAL NG PILIPINAS*
 - *Client Name: (Buyer's COMPLETE NAME)*
 - *Reference Number: Order of Payment (OP) Number*

Reminder: Kindly ensure input of the correct OP Number as your payment will be applied based on this reference number.

3. Proceed to the bank teller and present the duly filled out BPS for PAYMENT.

REMINDER: Acceptable modes of payment are:

- *Cash*
 - *On-us checks (UnionBank checks)*
 - *Local and Regional Clearing checks*
 - *Debit to Account*
 - *Cashier's or Manager's checks*
4. After payment has been made, you will be given the validated duplicate of the BPS plus a Transaction Receipt as proof of payment.
 5. Email screenshot/photo image of the Transaction Receipt to acquiredassets@bsp.gov.ph with the subject:

DEPOSIT_<Name of Buyer> For payment of deposit for the purchase of BSP properties either on cash or installment basis.

CASH_<Name of Buyer> For payment of balance of purchase/bid price and other monetary obligations by buyers on cash basis.

SCR_<Name of Buyer> For payment of installment/balance of purchase price and other monetary obligations by buyers on installment basis.

LEASE_<Name of Lessee> For payment of rental fee by lessees of BSP properties.

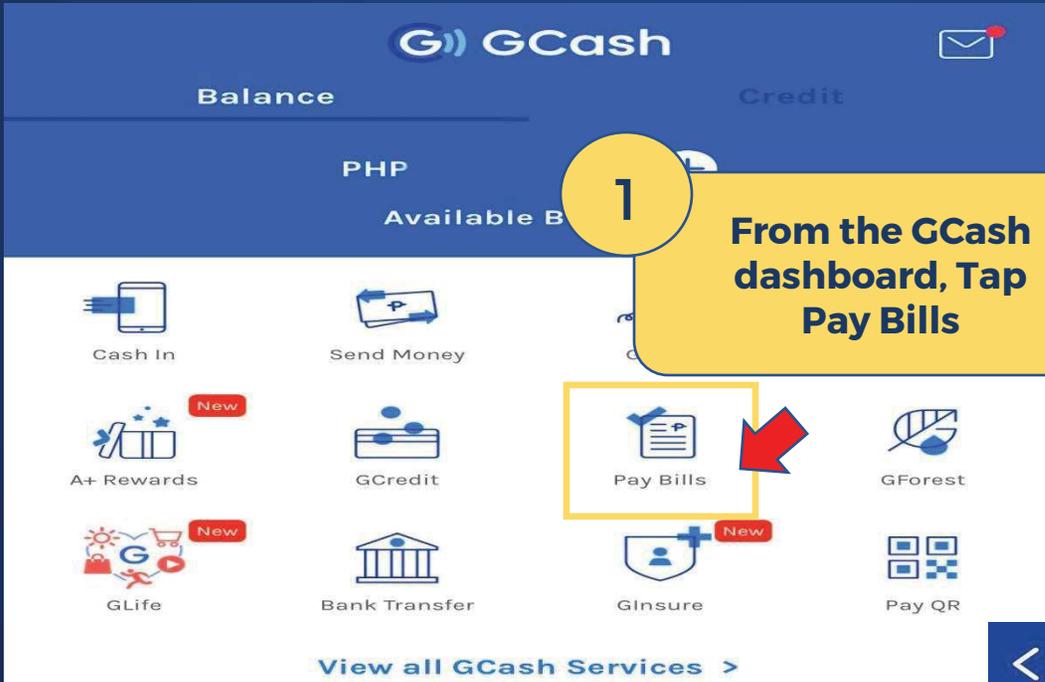
Note: A transaction fee will be charged by UnionBank for over-the-counter payments.

Online/Mobile Payment (For UnionBank Account Holders ONLY)

1. Log in The Portal – Business Banking website/mobile app using your credentials
2. Select “**Bills Payment**” module in the dashboard.
3. Choose which savings/checking account enrolled under your account you want to pay from.
4. Click on “**Select Biller**” and choose “**BANGKO SENTRAL NG PILIPINAS**” from the Biller List.
5. Key in the payment details:
 - a. *Order of Payment (OP) No.*
 - b. *Amount of payment*
6. Click on “**Continue**”, and a summary page containing the details entered is displayed for your review.
Reminder: Kindly ensure input of the correct OP Number as your payment will be applied based on this reference number.
7. Proceed with payment and land on a “**Payment Successful**” page highlighting the details of the payment with a generated payment reference number.
8. Email UnionBank’s acknowledgment receipt and/or screenshot/photo image of the “**Payment Successful**” page to acquiredassets@bsp.gov.ph with the following subject:

<i>DEPOSIT_<Name of Buyer></i>	<i>For payment of deposit for the purchase of BSP properties either on cash or installment basis</i>
<i>CASH_<Name of Buyer></i>	<i>For payment of balance of purchase/bid price and other monetary obligations by buyers on cash basis</i>
<i>SCR_<Name of Buyer></i>	<i>For payment of installment/balance of purchase price and other monetary obligations by buyers on instalment basis</i>
<i>LEASE_<Name of Lessee></i>	<i>For payment of rental fee by lessees of BSP properties</i>

PAYMENT THROUGH GCASH



PAYMENT THROUGH 7-ELEVEN

1

Select **BILLS PAYMENT** on the CLIQQ terminal screen



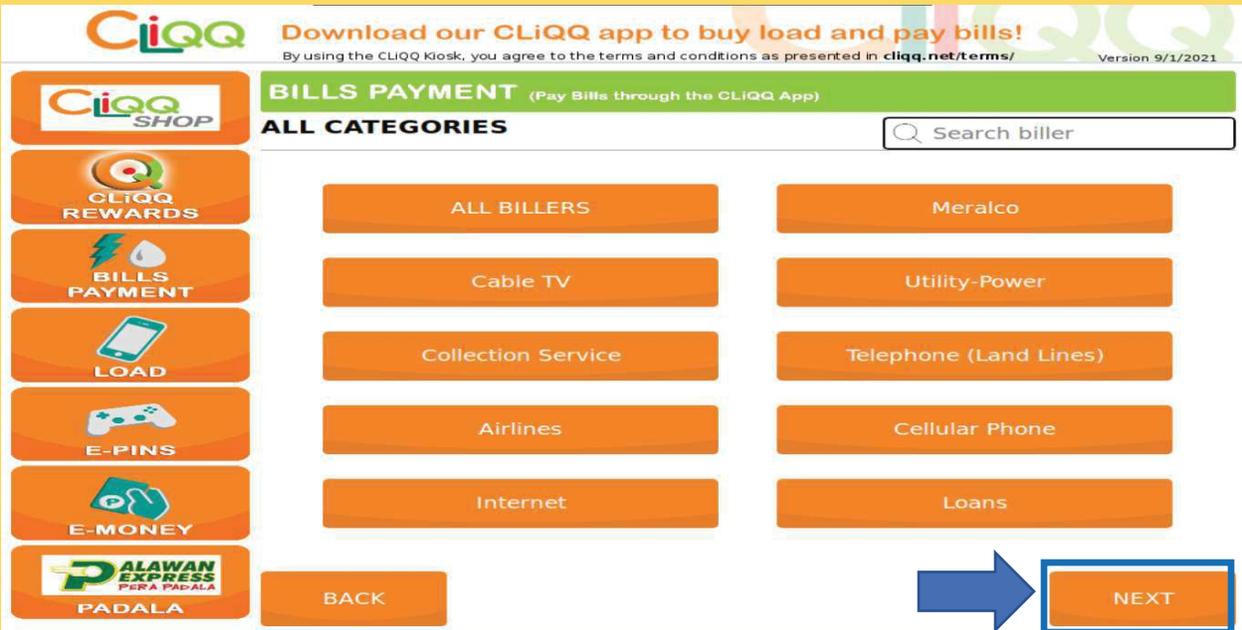
2

List of available billers is displayed, click More Billers



3

Select Next Button



4

Click Government

Download our CLIQQ app to buy load and pay bills!
By using the CLIQQ Kiosk, you agree to the terms and conditions as presented in cliqq.net/terms/ Version 9/1/2021

BILLS PAYMENT (Pay Bills through the CLIQQ App)

ALL CATEGORIES

Utility-Water	Memorial Plans
Electronic Cash	Insurance
Donation	Government
eMoney	Credit Card
eCommerce	Games

BACK NEXT

5

List of government billers is displayed, click Next

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BILLS PAYMENT (Pay Bills through the CLIQQ App)

Government

DTI	MARINA	MYEGPH
TIEZA	BIR	DFA

BACK **NEXT**

6

Click BSP logo

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BILLS PAYMENT (Pay Bills through the CLIQQ App)

Government

BSP

BACK

7

Enter the required information

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BILLS PAYMENT (Pay Bills through the CLiQQ App)

BSP

24 Digit Reference Number: **098475849393948572838393**

Account Name: **test**

Amount (Exact amount): **100**

Convenience Fee: **25**

Please enter all your details.

q w e r t y u i o p
a s d f g h j k l Enter
z x c v b n m @ .
.7123 .7123

BACK NEXT

8

Enter the mobile number

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BILLS PAYMENT (Pay Bills through the CLiQQ App)

Customer Contact Number

Mobile Number: **09340923403**

Please enter your mobile number in case we need to contact you regarding your transaction.

7 8 9
4 5 6
1 2 3 Enter
0 .

BACK NEXT

9

Check and confirm the transaction details

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BILLS PAYMENT (Pay Bills through the CLiQQ App)

BSP

24 Digit Reference Number: **098475849393948572838393**

Account Name: **test**

Amount: **100.00**

Convenience Fee: **25.00**

Total Amount: **125.00**

Please verify all the above details before proceeding.

Upon clicking "Next" you agree to the terms and conditions of [CLiQQ Kiosk](#) and [PSC's Data Privacy Policy](#).

BACK NEXT

10

A receipt will be printed in the Cliqq machine and present this to the cashier for payment

CliQQ Download our **CLiQQ** app to buy load and pay bills!
By using the CLiQQ Kiosk, you agree to the terms and conditions as presented in cliqq.net/terms/ Version 9/1/2021

BILLS PAYMENT (Pay Bills through the CLiQQ App)

PAYMENT INSTRUCTION

Do you want to earn points and become a CLiQQ Rewards member?

YES

Please bring the slip to the cashier for payment.

BSP

Amount : Php 100.00

Convenience Fee : Php 25.00

Total Amount: Php 125.00



2124-6266-8592

Payment slip valid until September 4, 2021, Sat 1:44 PM.

Sample ECPAY Payment Slip

		PAYMENT SLIP	
Payment Details			
Billers Name BSP		Date 09/15/2021	
Customer's Account No. 123456789012345678901234			
Customer's Name Juan Dela Cruz			
Subscribers's Phone No. (for Telco Payments only)			
Amount to be Paid: 500.00			
Customer's Signature			
This Payment slip will only be used for customers without Statement of Account and will be kept by Store as future reference			

