

# Certification for Sale by Competitive Bid

**U.S. Department of Housing  
and Urban Development**  
Office of Housing Federal Housing  
Commissioner

OMB Control No. 2502-0500  
Exp. XX/XX/XXXX

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

The information is collected to obtain required fiscal data for the Department to pay insurance benefits. The information provides the Department with the necessary fiscal data to audit the claim submission and accurately compute insurance benefits owed to the lender. The information requested does not lend itself to confidentiality.

Project Name	HFA Project Number
Lender Name	Mortgagee Number

Acting on behalf of the lender named above, I make the following certifications regarding the sale of the project named above.

1. The materials listed below are attached. I certify that these materials are true, complete and accurate.
  - a. **Bid Processing Control Log.** (For each inquiry, show the person's or organization's name, address and date of inquiry; the date you sent the bid kit; and the date you received the bid).
  - b. **Tabulation of Bids.** (For each bid received, show the bidder's name; the amount of the bid; whether the bid was accepted, returned because it was submitted after the deadline, or rejected; and the reasons why any bids were rejected.)
2. We kept all bids sealed and secured until the bid opening date and time specified in the Prospectus and we did not disclose, prior to bid opening, any information on the number, amount, or source of bids received.
3. We have complied with all other requirements of HUD Handbook 4566.2, Chapter 10 relating to disposition by competitive bid, including but not limited to the requirements referenced in this Certification.
4. We advertised the sale in the newspapers and on the dates listed below:

Name of Newspaper	City, State	Dates

5. We received the following numbers of inquiries regarding the sale:		6. We responded to all requests for information about the sale and sent out:	
a. Telephone	b. Written	a. Copies of the Prospectus	b. Bid Kits

7. Bids were opened on (date and time) \_\_\_\_\_ at (location) \_\_\_\_\_.
- a. \_\_\_\_\_ bids were received by the submission deadline;
  - b. \_\_\_\_\_ bids were rejected; and
  - c. (Name of bidder) \_\_\_\_\_ submitted the highest acceptable bid, in the amount of \$ \_\_\_\_\_.

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signed By: HFA Representative	Signature
Title	Date