

The World Bank

INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT
INTERNATIONAL DEVELOPMENT ASSOCIATION

1818 H Street N.W.
Washington, D.C. 20433
U.S.A.

(202) 473-1000
Cable Address: INTBAFRAD
Cable Address: INDEVAS

CONFORMED COPY

December 6, 2011

Mr. Gerardo Rodríguez Regordosa
Titular de la Unidad de Crédito Público
Secretaría de Hacienda y Crédito Público
Insurgentes Sur No. 1971
Torre III, piso 13 CP 01020
Col. Guadalupe Inn
México D.F.

Re: IBRD Loan 7571-MX, Information Technology Industry Development Project
Additional Instructions: Disbursement Letter

Amendment to the Disbursement Letter dated April 21, 2009

Dear Mr. Rodríguez:

I refer to the Loan Agreement between the International Bank for Reconstruction and Development (the “World Bank”) and the United Mexican States (the “Borrower”) for the above-referenced project, dated April 21, 2009. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Loan 7571-MX (“Loan”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions and replaces any previous versions of the Disbursement Letter to allow the use of updated formats of Statements of Expenditures.

The attached *World Bank Disbursement Guidelines for Projects*, dated May 1, 2006, (“Disbursement Guidelines”) (Attachment 1), are an integral part of the Disbursement Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Loan is specified below. Sections and subsections in parentheses below refer to the relevant sections and subsections in the Disbursement Guidelines and, unless otherwise defined in this letter, the capitalized terms used have the meanings ascribed to them in the Disbursement Guidelines.

I. Disbursement Arrangements

(i) Disbursement Methods (section 2). The following Disbursement Methods may be used under the Loan:

- Reimbursement

(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is four months after the Closing Date specified in the Loan Agreement. Any changes to this date will be notified by the World Bank.

II. Withdrawal of Loan Proceeds

(i) Authorized Signatures (subsection 3.1). A letter in the Form attached (Attachment 2) should be furnished to the Bank at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:

Banco Mundial
Insurgentes Sur 1605, Piso 24
San José Insurgentes
03900 México, D.F. México
Attention: Ms. Gloria M. Grandolini, Country Director

(ii) Applications (subsections 3.2 - 3.3). Please provide completed and signed applications for withdrawal, together with supporting documents, to the address indicated below:

Banco Mundial
Setor Comercial Norte,
Quadra 02, Lote A
Edifício Corporate Finance Center
7° andar
70712-900 Brasilia, D.F.
Brazil
Attention: Loan Department

(iii) Electronic Delivery (subsection 3.4) The Bank may permit the Borrower to electronically deliver to the Bank Applications (with supporting documents) through the Bank's Client Connection, web-based portal. The option to deliver Applications to the Bank by electronic means may be effected if: (a) the Borrower has designated in writing, pursuant to the terms of the subparagraph of this Section, its officials who are authorized to sign and deliver Applications and to receive secure identification devices ("Tokens") from the Bank for the purpose of delivering such Applications by electronic means; and (b) all such officials designated by the Borrower have registered as users of Client Connection. If the Bank agrees, the Bank will provide the Borrower with Tokens for the designated officials. Following which, the designated officials may deliver Applications electronically by completing Form 2380, which is accessible through Client Connection (<https://clientconnection.worldbank.org>). The Borrower may continue to exercise the option of preparing and delivering Applications in paper form. The Bank reserves the right and may, in its sole discretion, temporarily or permanently disallow the electronic delivery of Applications by the Borrower.

Terms and Conditions of Use of Tokens to Process Applications. By designating officials to accept Tokens and by choosing to deliver the Applications electronically, the Borrower confirms through the authorized signatory letter its agreement to: (a) abide by the *Terms and Conditions of Use of Secure Identification Devices in connection with Use of Electronic Means to Process Applications and Supporting Documentation*, "Terms and Conditions of Use of Tokens" (Attachment 3); and (b) to deliver the Terms and Conditions of Use of

Tokens to each such official and to cause such official to abide by those terms and conditions.

III. Reporting on Use of Loan Proceeds

(i) Supporting Documentation (section 4). Supporting documentation should be provided with each application for withdrawal as set out below:

- **For requests for Reimbursement**
 - Records evidencing eligible expenditures (e.g., copies of receipts, supplier invoices) for payments for (i) **Works** against contracts valued at USD \$500,000 equivalent or more, (ii) **Goods** against contracts valued at USD \$300,000 equivalent or more, (iii) **Consulting Firms** against contracts valued at USD \$100,000 equivalent or more, and (iv) **Individual Consultants** against contracts valued at USD \$50,000 equivalent or more, in the form attached (Attachment 4 A – Statement of Expenditures with supporting documentation);
 - Statement of Expenditures in the form attached (Attachment 4 B - Statement of Expenditure without supporting documentation) for payments for all other contracts, including Training, Operational Cost but excluding Training and Certification Grants; and
 - Statement of Expenditures, customized, in the form attached (Attachment 4 C - Customized Statement of Expenditure) for Grants, including Training, Accreditation and Certification Grants.

IV. Other Important Information

For additional information on disbursement arrangements, please refer to the Disbursement Handbook available on the Bank’s public website at <https://www.worldbank.org> and its secure website “Client Connection” at <https://clientconnection.worldbank.org>. Print copies are available upon request.

If you have not already done so, the Bank recommends that you register as a user of the Client Connection website (<https://clientconnection.worldbank.org>). From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Loan, and retrieve related policy, financial, and procurement information. All Borrower officials authorized to sign and deliver Applications by electronic means are required to register with Client Connection before electronic delivery can be effected. For more information about the website and registration arrangements, please contact the Bank by email at <clientconnection@worldbank.org>.

If you have any queries in relation to the above, please contact Victor Ordonez Conde, Finance Officer at vconde@worldbank.org using the above reference.

Sincerely,

By /s/ Victor Ordonez Conde
Finance Officer, Loan Department
The World Bank

Attachments

- 1 - World Bank Disbursement Guidelines for Projects, dated May 1, 2006
- 2 - Form for Authorized Signatory Letter
- 3 - Terms and Conditions of Use of Secure Identification Device in connection with Use of Electronic Means to Process Applications for Withdrawal and Supporting Documentation, dated January 15, 2010
- 4A - Statement of Expenditure with supporting documents (Above SOE thresholds)
- 4B - Statement of Expenditure without supporting documents (Below SOE thresholds)
- 4C - Customized Statement of Expenditure

Prepared by Jose Janeiro, **CTRLA** (amended by Victor Ordonez, **CTRLN**)

Cleared with and cc: Mariangeles **Sabella** (LEGLA)
Henry **Forero**, TTL (TWICT)
Juan Carlos **Serrano** (LCSFM)

Form of Authorized Signatory Letter
[Letterhead]
Ministry of Economy, Finance and Planning
[Street address]

[DATE]

The World Bank
1818 H Street, N.W.
Washington, D.C. 20433
United States of America

Attention: [Country Director]

Re: IBRD Loan 7571-MX (Information Technology Industry Development Project)
Additional Instructions: Disbursement

I refer to the Loan Agreement (“Agreement”) between the International Bank for Reconstruction and Development (the “Bank”) and [name of borrower] (the “Borrower”), dated _____, providing the above Loan. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any ¹[one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Borrower to sign applications for withdrawal [and applications for a special commitment] under this Loan.

For the purpose of delivering Applications to the Bank, ²[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Borrower, acting ³[individually] ⁴[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the Bank.

⁵[This confirms that the Borrower is authorizing such persons to accept Tokens and to deliver the Applications and supporting documents to the Bank by electronic means. In full recognition that the Bank shall rely upon such representations and warranties, including without limitation, the representations and

¹ Instruction to the Borrower: Stipulate if more than one person needs to sign Applications, and how many or which positions, and if any thresholds apply. *Please delete this footnote in final letter that is sent to the Bank.*

² Instruction to the Borrower: Stipulate if more than one person needs to *jointly* sign Applications, if so, please indicate the actual number. *Please delete this footnote in final letter that is sent to the Bank.*

³ Instruction to the Borrower: Use this bracket if any one of the authorized persons may sign; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the Bank.*

⁴ Instruction to the Borrower: Use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the Bank.*

⁵ Instruction to the Borrower: Add this paragraph if the Borrower wishes to authorize the listed persons to accept Tokens and to deliver Applications by electronic means; if this is not applicable, please delete the paragraph. *Please delete this footnote in final letter that is sent to the Bank.*

warranties contained in the *Terms and Conditions of Use of Secure Identification Devices in connection with Use of Electronic Means to Process Applications and Supporting Documentation* (“Terms and Conditions of Use of Tokens”), the Borrower represents and warrants to the Bank that it will deliver to each such person a copy of the Terms and Conditions of Use of Tokens and will cause such persons to abide by those terms and conditions.]

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

Yours truly,

/ signed /

[Position]

**Terms and Conditions of Use of Secure Identification Devices
in connection with Use of Electronic Means
to Process Applications
and Supporting Documentation**

January 20, 2010

The World Bank (Bank)⁶ will provide secure identification devices (Tokens) to permit the Borrower⁷ to deliver applications for withdrawal and applications for special commitments under the Agreement(s) and supporting documentation (such applications and supporting documentation together referred to in these Terms and Conditions of Use as Applications) to the Bank electronically, on the terms and conditions of use specified herein.

A. Identification of Users.

1. The Borrower will be required to identify in a completed Authorized Signatory Letter (ASL) duly delivered to and received by the Bank each person who will be authorized to deliver Applications. The Bank will provide Tokens to each person identified in the ASL (Signatory), as provided below. The Borrower shall also immediately notify the Bank if a Signatory is no longer authorized by the Borrower to act as a Signatory.
2. Each Signatory must register as a user on the Bank's Client Connection (CC) website (<https://clientconnection.worldbank.org>) prior to delivery of Tokens. Registration on CC will require that the Signatory establish a CC password (CC Password). The Signatory shall not reveal his/her CC Password to anyone or store or record the CC Password in written or other form. Upon registration as a CC user, the Signatory will be assigned a unique identifying account name.

B. Distribution, Initialization and Return of Tokens.

1. The Bank will physically deliver a Token to each Signatory in a manner to be determined by and satisfactory to the Bank.
2. At the time of delivery of a Token to a Signatory, the Signatory will receive a copy of these Terms and Conditions of Use for purposes of initializing the Token.

⁶ "Bank" includes IBRD and IDA.

⁷ "Borrower" includes the borrower of an IBRD loan, IDA credit, or Project Preparation Facility advance and the recipient of a grant.

3. The Bank will verify that the Token, Temporary Password and Terms and Conditions of Use have been duly delivered to and received by the CC User.
4. Promptly upon receipt of the Token and Terms and Conditions of Use, the Signatory will access CC using his/her account name and CC Password and register his/her Token and set a personal identification number (PIN) to be used in connection with the use of his/her Token, after which the Token will be initialized for use by the Signatory exclusively for purposes of delivering Applications. Upon initialization of the Token, the Signatory will be a "Token User". The Bank will maintain in its database a user account (Account) for each Token User for purposes of managing the Token of the Token User. Neither the Borrower nor the Token User will have any access to the Account.
5. Prior to first use of the Token by the Token User for delivering Applications, the Borrower shall ensure that the Token User has received training materials provided by the Bank in use of the Token.
6. Tokens shall be promptly returned to the Bank upon request of the Bank.

C. Management of Tokens.

1. Tokens will remain the property of the Bank.
2. Use of the Token is strictly limited to use in the delivery of Applications by the Token User in the manner prescribed by the Bank in the Agreement(s) and these Terms and Conditions. Any other use of the Token is prohibited.
3. The Bank assumes no responsibility or liability whatsoever for any misuse of the Token by the Token User, other representatives of the Borrower, or third parties.
4. The Borrower undertakes to ensure, and represents and warrants to the Bank (such representation and warranty being expressly relied upon by the Bank in delivery of a Token to each Token User) that each Token User is provided, understands and will abide by, these Terms and Conditions of Use, including without limitation the following:

Security

- 4.1. The Token User shall not reveal his/her PIN to anyone or store or record the PIN in written or other form.
- 4.2. The Token User shall not allow anyone else to utilize a Token to deliver an Application to the Bank.
- 4.3. The Token User shall always logout from CC when not using the system. Failure to logout properly can create a route into the system that is unprotected.
- 4.4. If the Token User believes a third party has learned his/her PIN or has lost his/her Token he/she shall immediately notify clientconnection@worldbank.org.

4.5. The Borrower shall immediately notify the Bank at clientconnection@worldbank.org of any lost, stolen or compromised Tokens, and take other reasonable steps to ensure such Tokens are disabled immediately.

Care of Tokens

4.6. Tokens contain delicate and sophisticated instrumentation and therefore should be handled with due care, and should not be immersed in liquids, exposed to extreme temperatures, crushed or bent. Also, Tokens should be kept more than five (5) cm from devices that generate electromagnetic radiation (EMR), such as mobile phones, phone-enabled PDAs, smart phones and other similar devices. Tokens should be carried and stored separate from any EMR device. At close range (less than 5 cm), these devices can output high levels of EMR that can interfere with the proper operation of electronic equipment, including the Token.

4.7 Without derogating from these Terms and Conditions of Use, other technical instructions on the proper use and care Tokens are available at <http://www.rsa.com>.

5. *Replacement*

5.1. Lost, damaged, compromised (in terms of 4.5, above) or destroyed Tokens will be replaced at the expense of the Borrower.

5.2. The Bank reserves the right, in its sole discretion, not to replace any Token in the case of misuse, or not to reactivate a Token User's Account

6. *Reservation of Right to disable Token*

6.1. The Borrower shall reserve the right to revoke the authorization of a Token User to use a Token for any reason.

6.2. The Bank reserves the right, in its sole discretion, to temporarily or permanently disable a Token, de-activate a Token User's Account or both.

Attachment 4 A

MEXICO
PRESTAMO 7571-ME
BANCO INTERNACIONAL DE RECONSTRUCCION Y FOMENTO
CERTIFICADO DE GASTOS (BOE) CON JUSTIFICACION DE GASTO ANEXA

Integración:
 Este formato se llena, digitalizando el mismo, con un "0" o "100", dependiendo del contrato en de revisión previa o no.

Ejecutor: SECRETARIA DE ECONOMIA
 Categoría: NO. OFICIO CON EL QUE LA SECRETARIA DE ECONOMIA ENVA ESTE BOE A NAIFA
 Fecha de Elaboración:

Ratificación No.
 Fecha Ratificación
 Solicitud: BM:
 Hoja 1 de 1

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
NO. DE CONTRATO Y FECHA	NOMBRE DEL BENEFICIARIO (PROVEEDOR)	IDENTIFICACION DEL CONTRATO O GASTO (No. Asignado por el Client Connection)	CONTRATO DE REVISION PREVIA	MONTO DEL CONTRATO (MXP)	CONVENIO ADICIONAL AL CONTRATO	MONTO ACTUALIZADO O DEL CONTRATO	IMPORTE ACUMULADO ANTES DE ESTE PAGO	NO. DE FACTURA / RECIBO	FECHA DE PAGO	MONTO PAGADO EN ESTA SOLICITUD	% FINANCIAMIENTO BIRF	MONTO FINANCIABLE BIRF	TIPO DE CAMBIO	DOLARES RETENIDOS CTA. DESIGNADA	FECHA DE HABILITACION BIRF	BREVE DESCRIPCION DEL GASTO
TOTALS																

Se anexa la documentación justificativa del gasto de las cantidades arriba consignadas, mismas que se han pagado por concepto de la debida ejecución de las actividades del Proyecto de acuerdo con los términos y condiciones del convenio. Estas cantidades son equivalentes e mayores a U.S.Dn. 50,000.00 para consultores individuales y 100,000.00 para firmas consultoras, respectivamente; U.S.Dn. 300,000 equivalentes o mayores para BIENES; U.S.Dn. 500,000.00 equivalentes e mayores para Obras, respectivamente. Toda la documentación justificativa de los gastos se mantiene en la SECRETARIA DE ECONOMIA para revisión del BIRF y auditores externos designados para tal efecto.

SECRETARIA DE ECONOMIA _____ FIRMA Y CARGO DEL FUNCIONARIO	NACIONAL FINANCIERA S.N.C. _____ U.C. CESAR CARRANZA NAVA DIRECTOR DE ADMINISTRACION	NACIONAL FINANCIERA S.N.C. _____ C.F. LUIS GOMEZ MENENDEZ SUBDIRECTOR DE OPERACIONES DE AGENTE FINANCIERO.
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Attachment 4 B

MEXICO
PRESTAMO 7571-ME
BANCO INTERNACIONAL DE RECONSTRUCCION Y FOMENTO
CERTIFICADO DE GASTOS (SOE) SIN JUSTIFICACION DE GASTO ANEXA

Importante:
Este certificado se llena, independientemente del caso, con un "SI" o "NO", independientemente de si el contrato se ha revisado previa o no.

Ejecutor: SECRETARIA DE ECONOMIA
Categoría: NO. OFICIO CON EL CUAL LA SECRETARIA DE ECONOMIA ENVIA ESTE SOE A NAFIN

Folio No.
Fecha Nafin:
Saludad: BM:
Hoja 1 de 1

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
NO. DE CONTRATO Y FECHA	NOMBRE DEL BENEFICIARIO (PROVEEDOR)	IDENTIFICACION DEL CONTRATO O GASTO (No. Asignado por el Client Connection)	CONTRATO DE REVISION PREVIA	MONTO DEL CONTRATO (M\$)	CONVENIO ADICIONAL AL CONTRATO	MONTO ACTUALIZADO O DEL CONTRATO	IMPORTE ACUMULADO ANTES DE ESTE PAGO	NO. DE FACTURA / RECIBO	FECHA DE PAGO	MONTO PAGADO DE ESTA SOLICITUD	% FINANCIAMIENTO BIF	MONTO FINANCIABLE BIF	TIPO DE CAMBIO	DOLARES RETIRADOS CTA, DESIGNADA	BREVE DESCRIPCION DEL GASTO
TOTALS															

Certificamos que las cantidades arriba consignadas se han pagado por concepto de la debida ejecucion de las actividades del Proyecto de acuerdo con los terminos y condiciones del convenio, cuyos montos no superan el equivalente a U.S.Dn. 50,000.00 para consultores individuales y 100,000.00 para firmas consultoras; U.S.Dn. 100,000.00 para BIFN; U.S.Dn. 500,000.00 para OTCs, respectivamente. Toda la documentacion justificativa de los gastos se mantienen en la SECRETARIA DE ECONOMIA para revision del BIF o auditores externos designados para tal efecto.

SECRETARIA DE ECONOMIA

NACIONAL FINANCIERA S.N.C

NACIONAL FINANCIERA S.N.C

FIRMA FACULTADA

UIC CESAR CARRANZA NAVA
DIRECTOR DE ADMINISTRACION
CREDITICIA

C.P. LUIS GÓMEZ MENDOZA
SUBDIRECTOR DE OPERACIONES DE AGENTE FINANCIERO.

NOMBRE Y CARGO DEL FUNCIONARIO

Attachment 4 C

**PRESTAMO 7571-ME
BANCO INTERNACIONAL DE RECONSTRUCCION Y FOMENTO
CERTIFICADO DE GASTOS (BOE)**

Oficina: SECRETARÍA DE ECONOMÍA
Categoría: 1 (B) BECAS DE CAPACITACIÓN BAJO LA PARTE 1 (B) DEL PROYECTO
No. de solicitud: NO. OFICIO CON EL QUE LA SECRETARÍA DE ECONOMÍA ENVÍA ESTE BOE A INPRU
Fecha de Elaboración:

Boleto No:
Fecha Netto:
Solicitud BOE:
Hoja 1 de 1

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
NOMBRE DEL BENEFICIARIO DE LAS BECAS DE CAPACITACIÓN	NO. DE SUBPROYECTO	BECA DE CAPACITACIÓN APROBADA: ENTIDAD Y FECHA	NOMBRE DEL PROYECTO	MONTO ORIGINAL DEL SUBPROYECTO O BECA DE CAPACITACIÓN MIP	MONTO DEL SUBPROYECTO O BECA DE CAPACITACIÓN (FINANCIABLE)	PAGOS ACUMULADOS HASTA ESTA FECHA	100% MONTO PAGADO EN ESTA SOLICITUD	PAGOS ACUMULADOS CON ESTA SOLICITUD	FECHA DEL PAGO	% FINANCIAMIENTO MIP	MONTO SOLICITADO (A Y T)	PAGOS DE CAMBIO	DOLARES RETENIDOS CTA, CUENTA DESIGNADA	CANTIDAD DEBITADA CUENTA DESIGNADA	BRIEF DESCRIPCIÓN DEL GASTO
TOTALES															

Confirmamos que las cantidades arriba consignadas se han pagado por concepto de la debida aplicación de las actividades de Capacitación, Asesoría y Certificación de acuerdo con los términos y condiciones del convenio, cuyo monto de los Subproyectos no supera el equivalente a U.S.Dn. 260,000.00. Toda la documentación justificativa de los gastos se mantiene en la SECRETARÍA DE ECONOMÍA para revisión del BOE a auditores externos designados para tal efecto.

SECRETARÍA DE ECONOMÍA

NACIONAL FINANCIERA S.N.C

NACIONAL FINANCIERA S.N.C

FINANCIERISTA
NOMBRE Y CARGO DEL FUNCIONARIO

LIC. CESAR CARRANZA
DIRECTOR DE ADMINISTRACIÓN CREDITICIA

C.F. LUIS GÓMEZ B. ENRIQUÉ
SUBDIRECTOR DE OPERACIONES DE AGENTE FINANCIERO.

