

ULRICH ZACHAU
Country Director – Colombia and Venezuela
Latin America and the Caribbean Region

August 6, 2018

Mr. Andrés Escobar Uribe
General Manager
Empresa Metro de Bogotá S.A.
Cra. 7 No. 71-52, Torre A, Oficina 902
Bogotá D.C., Colombia

**Re: IBRD Loan 8901-CO (Support to Bogota Metro Line 1 Section 1 Project—Series 1)
Additional Instructions: Disbursement and Financial Information Letter**

Dear Sir:

I refer to the Loan Agreement between Empresa Metro de Bogotá S.A. (the “Borrower”) and the International Bank for Reconstruction and Development (the “Bank”) for the above-referenced Project. The General Conditions, as defined in the Loan Agreement, provide that the Borrower may from time to time request withdrawals of Loan Amounts from the Loan Account in accordance with the Disbursement and Financial Information Letter, and such additional instructions as the Bank may specify from time to time by notice to the Borrower. The General Conditions also provide that the Disbursement and Financial Information Letter may set out Project specific financial reporting requirements. This letter constitutes such Disbursement and Financial Information Letter (“DFIL”), and may be revised from time to time.

I. Disbursement Arrangements, Withdrawal of Loan Funds, and Reporting of Uses of Loan Funds

The *Disbursement Guidelines for Investment Project Financing*, dated February 2017, (“Disbursement Guidelines”) are available in the Bank’s public website at <https://www.worldbank.org> and its secure website “Client Connection” at <https://clientconnection.worldbank.org>. The Disbursement Guidelines are an integral part of the DFIL, and the manner in which the provisions in the Disbursement Guidelines apply to the Loan is specified below.

(i) Disbursement Arrangements

The table in Schedule 1 sets out the disbursement methods which may be used by the Borrower, information on registration of authorized signatures, processing of withdrawal applications (including minimum value of applications and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

(ii) Electronic Delivery (Section 10.01 (c) of the General Conditions)

The Bank may permit the Borrower to electronically deliver applications (with supporting documents) through the Bank’s web-based portal (<https://clientconnection.worldbank.org>) “Client Connection”. This option may be effected if the officials designated in writing by the Borrower who are authorized to sign and deliver Applications have registered as users of “Client Connection”. The designated officials may deliver Applications electronically by completing the Form 2380, which is accessible through “Client Connection”.

By signing the Authorized Signatory Letter, the Borrower confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. 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. By designating officials to use SIDC 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 Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation, available in the Bank's public website at <https://worldbank.org> and "Client Connection"; and (b) to cause such official to abide by those terms and conditions.

II. Financial Reports and Audits (Section 5.09 of the General Conditions)

(i) Financial Reports. The Borrower must prepare and furnish to the Bank not later than forty-five (45) days after the end of each calendar semester, interim unaudited financial reports ("IFR") for the Project covering the semester.

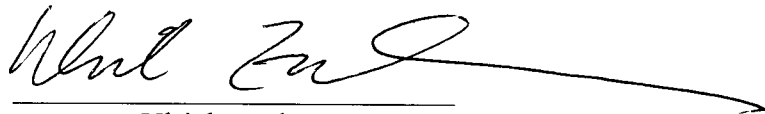
(ii) Audits. Each audit of the Financial Statements must cover the period of one fiscal year of the Borrower, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period must be furnished to the Bank not later than six (6) months after the end of such period.

III. Other Information

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank's website (<http://www.worldbank.org/>) and "Client Connection". The Bank recommends that you register as a user of "Client Connection". 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. 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 Jose Janeiro, Senior Finance Officer at jjaneiro@worldbank, with copy to Renata Pantoja, Finance Analyst at rpantoja@worldbank.org using the above reference.

Yours sincerely,



Ulrich Zachau

Country Director – Colombia and Venezuela
Latin America and the Caribbean Region

Attachments

1. Form of Authorized Signatory Letter
2. Statement of Expenditure (SOE)

With copies: Dr. Mauricio Cárdenas Santamaría
Minister of Finance
Ministry of Finance and Public Credit
Carrera 8 No. 6C - 38
Bogotá D. C., Colombia

Enrique Peñalosa
Mayor of Bogotá
Alcaldía Mayor de Bogotá
Cra. 8 No. 10 – 65
Bogotá D. C., Colombia

Luis Fernando Mejía
General Director
National Planning Department
Calle 26 No 13-19
Bogotá D.C., Colombia

Schedule 1 : Disbursement Provisions

Basic Information					
Loan Number	IBRD 8901-CO	Country	REPUBLICA OF COLOMBIA	Closing Date	Section III.B.2. of Schedule 2 to the Loan Agreement.
		Borrower	Empresa Metro de Bogotá, S.A.		
		Name of the Project	Support to Bogota Metro Line 1 Section 1 Project	Disbursement Deadline Date <i>Subsection 3.7 **</i>	Four months after the closing date.
Disbursement Methods <i>Section 2 (**)</i>		Methods	Supporting Documentation <i>Subsections 4.3 and 4.4 (**)</i>		
Direct Payment		Yes	Copy of records		
Reimbursement		Yes	Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL		
Designated Account		Yes	Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL		
Special Commitments		Yes	Copy of Letter of Credit		
Type	Segregated		Ceiling	Variable	
Financial Institution - Name	To be established at a financial institution acceptable to the Bank		Currency	USD	
Frequency of Reporting <i>Subsection 6.3 (**)</i>	At a minimum, once per semester.		Amount	Not Applicable	
The minimum value of applications for Reimbursement, Direct Payment and Special Commitment is 20% of the outstanding advance to the Designated Account.					
Authorized Signatures: A letter in the Form attached (Attachment 1) 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:					

The World Bank
1818 H Street, N.W.
Washington, DC 20433, USA
Attention: Country Director, Colombia

Applications: Completed Applications for withdrawal, together with supporting documents, should be provided through the World Bank's Client Connection, web-based portal, following the instructions for electronic delivery. In the case the Borrower does not have internet access, the World Bank may permit the delivery of Applications for withdrawal, together with supporting documents, to the following address:

Banco Mundial
SCN Quadra 02, Lote A
Ed. Corporate Financial Center, 7º andar
70712-900, Brasília, D.F. – Brazil
Attention: WFA

**** Sections and subsections relate to the "Disbursement Guidelines for Investment Project Financing", dated February 2017.**

[Letterhead]
Ministry of Finance
[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 ____ - ____ [name of the Project]

I refer to the Loan Agreement between the International Bank for Reconstruction and Development (the "World 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 under this Loan.

For the purpose of delivering Applications to the World 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 World Bank.

⁵[This confirms that the Borrower is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the World Bank by electronic means. In full recognition that the World Bank shall rely upon such representations and warranties, including without limitation, the representations and warranties contained in the

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 Secure Identification Credentials 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.*

Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation (“Terms and Conditions of Use of SIDC”), the Borrower represents and warrants to the World Bank that it will cause such persons to abide by those terms and conditions.]

This Authorization replaces and supersedes any Authorization currently in the World Bank records with respect to this Agreement.

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

Yours truly,

/ signed /

[Position]

Attachment 2

BANCO INTERNACIONAL DE RECONSTRUCCIÓN Y FOMENTO
Certificado de Gastos

PAGOS REALIZANDO DURANTE EL PERÍODO DE: AL

LOS PAGOS LISTADOS FUERON INCURRIDOS DURANTE EL PERIODO RETROACTIVO (SI o NO):
LOS PAGOS LISTADOS FUERON INCURRIDOS ANTES DE LA FECHA DE CIERRE (SI o NO):

PRESTAMO/CREDITO/DONACION NO.: NO. SOLICITUD: NO. HOJA: NO. CATEGORIA: HOJA NO.:
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													CUENTA DESIGNADA SOLAMENTE		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Nombre del Proveedor	Breve descripción del gasto	Código del gasto	Contrato Sujeto a revisión previa (SI o NO)	Registro del contrato en C.C.	Moneda del contrato	Monto Total del Contrato	Monto acumulado del contrato (incluido en SOEs anteriores)	Número de la Factura o Recibo	Fecha del Pago	Monto Pagado al Proveedor	% Financ. por BIRF	Monto Admisible (Col 11 X 12)	Tasa de Cambio	Fecha Débito Cuenta Designada	Cantidad Debitada Cuenta Designada (Col 13 / 14)
												0.00			0.00
												0.00			0.00
												0.00			0.00
												0.00			0.00
												0.00			0.00
												0.00			0.00
												0.00			0.00
										0.00		0.00	TOTAL	0.00	

DOCUMENTACIÓN DE RESPALDO PARA ESTE CERTIFICADO DE GASTOS ESTÁ EN: (Indique el local)

Instrucciones: Preparar un Certificado de Gastos para cada Categoría

Columna 1: Informe el nombre del proveedor

Columna 2: Hacer una breve descripción del gasto (ejemplo: honorarios dic/2012, consultoría, servicio de limpieza, viáticos, servicios de auditoría, etc).

Columna 3: Identificar cual tipo de gasto fue hecho (ejemplo: CS: consultoría / CW: obras / GO: bienes / OP: costos operativos / TR: entrenamiento / NCS: servicios de no consultoría / SP: Subproyectos)

Columna 4: Informar si el contrato fue o no sometido a revisión previa del Banco Mundial.

Columna 5: Informar número de registro del contrato en Client Connection

Columna 6: Informar moneda del contrato

Columna 7: Informar valor del contrato (en la moneda que fue indicada en la columna 6)

Columna 8: Informar valor del contrato que ya fue pagado, incluido en SOEs anteriores.

Columna 9: Informar el número de la factura o recibo del proveedor

Columna 10: Informar fecha del pago al proveedor

Columna 11: Informar valor pagado al proveedor, en la moneda indicada en la factura.

Columna 12: Indicar el porcentual de financiamiento (de acuerdo al convenio de préstamo/donación)

Columna 13: Cálculo del monto admisible para financiamiento (resultado de la multiplicación de la columna 11 por la 12). Para los casos en que el porcentual de financiamiento es de 100%, los valores de esa columna serán los mismos presentados en la columna 11.

Columna 14: Indicar la tasa de cambio. Favor tener en cuenta que la tasa de cambio a ser utilizada debe ser la tasa de internalización de los fondos. Es decir que, el proyecto debe utilizar la misma tasa que fue utilizada para transformar los dólares que el Banco envió al proyecto en moneda local. Ese punto es muy importante, ya el Banco no reconoce diferencias de cambio como gasto elegible de financiamiento.

Columna 15: Fecha que en la cual el proyecto retiró los fondos de la cuenta designada (en dólares) y los envió a la cuenta operativa (en moneda local).

Columna 16: Cálculo de la columna 13 / columna 14. Esa columna refleja en monto equivalente en dólares del gasto realizado, que será considerado por el Banco para documentación.