



## Hydrocarbons # 89

### SCO Procedure - Maya Crude - CIF > ASWP

**Product:** Maya (Mayan) Crude Oil

**Delivery Term:** CIF

**Price Range:** USD \$80 - \$94 per barrel (final price stated in FCO)

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#### NOTES

1. This procedure governs the issuance of a **Soft Corporate Offer (SCO)** for Maya Crude Oil.
  2. Pricing is **indicative only** at the SCO stage and ranges between **USD 80-94 per barrel** depending on volume, delivery port, and contract tenure.
  3. The **final and binding price** will be stated exclusively in the **Final Corporate Offer (FCO)**.
  4. Buyer must submit a **formal Letter of Intent (LOI)** as the first mandatory step.
  5. The **LOI must clearly state acceptance of the Seller's SCO procedure**, which must be copied verbatim into the LOI.
  6. No product allocation, reservation, or contractual obligation exists until an FCO is issued and accepted.
  7. All transactions are subject to the Seller's compliance, KYC, and internal approval processes.
  8. Commissions are protected and paid by the Seller under a separate agreement.
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# PROCEDURE - MAYA CRUDE OIL CIF

## CIF PROCEDURE

### FOR CRUDE ENVIRONMENTAL RECOVERY

### WITH MAYA TYPE CHARACTERISTICS - 2026-CR

The standard procedure for carrying out the process is as follows:

#### 1. Letter of Intent (LOI)

The process begins with the Buyer preparing a **Letter of Intent (LOI)** addressed to the Seller.

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#### 2. Sales Offer and ICPO Submission

The Seller responds with the sales offer. Upon receiving the sales offer and signing the acceptance, the Buyer issues a **Purchase Order (ICPO)** to the Seller, specifying:

- Company details
- Product requirements
- Volume and frequency
- Port of destination
- Name of the final recipient
- Bank details responsible for payment
- Text of the SBLC guarantee (if applicable)

The Buyer also submits the Seller's terms and procedures, along with the following required documentation:

- Valid tax kit (no more than one month old), including:
  - Tax identification number
  - Compliance Opinion
  - Bank account details (account holder and bank information)
- Company Profile (CP)
- CIS
- KYC documentation
- Articles of Incorporation
- Power of Attorney (if applicable)
- Proof of current address (no more than two months old)
- Passport of the legal representative with power of attorney to carry out the transaction

Additionally, the Buyer submits the **TSA certificate** for the tanks where the product will be stored at the destination.

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### 3. Contract Issuance and Execution

The Seller issues the purchase contract, and both parties meet to sign it, either in person or digitally via **DocuSign**.

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### 4. Financial Guarantee (SBLC)

The Buyer issues their **SBLC financial instrument/guarantee** as soon as possible. The SBLC must be:

- Irrevocable
- Payable on demand and/or to order
- Transferable
- Divisible

To guarantee the contract at all times, the total guarantee amount must equal **one month's value of the product**.

The issuing bank must be international and ranked among the **top 25 banks**.

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### 5. Production and First Delivery

After the SBLC is issued and the Seller's bank confirms acceptance and validation of the financial instrument/guarantee, the Seller begins production.

- The first delivery will be made within **25 business days**, based on the requested volume
  - Initial shipment: **50,000 MT**
  - Subsequent deliveries are made according to the agreed schedule
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### 6. Pre-Shipment Inspection and POP

Before shipping the product, the Seller requests that the Buyer conduct a **quality and quantity test** (SGS or another preferred company).

Once the test is completed, the ship's loading department issues the complete **POP (Proof of Purchase)** together with full ship and product documentation.

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### 7. Arrival and Payment

The product arrives at the destination port, and the Buyer conducts an **SGS or similar inspection**.

Once inspection is completed, the Buyer proceeds with **full payment** for the product via **bank transfer (MT103)**.

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## 8. Title Transfer Documentation

The Seller issues:

- Transfer Certificate / Change of Ownership documents
  - Authorization to Sell and Collect (ATSC)
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## G. Subsequent Deliveries

The next delivery is scheduled in accordance with the established **annual purchasing schedule**.

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## 10. Commissions

The Seller pays commissions to all intermediaries involved in the transaction.



# PEMEX