

## **REQUIREMENTS FOR REGISTRATION OF OIL MARKETING COMPANIES AND SPECIALTIES OF PETROPERÚ S.A.- MAJOR BUSINESS**

In order for your company to carry out International Trade operations with PETROPERÚ S.A., it must be registered in the "Registry of Companies Trading Hydrocarbons and Specialties of PETROPERÚ S.A.", a precondition to be invited to price competitions (tenders), for which reason it must present the following requirements:

Important: All the documents listed below will be addressed to the Hydrocarbon Purchasing Department of PETROPERÚ S.A. - Sr. Ramón Pinedo Ramírez, sent through the virtual parts table (Mesa de Partes Virtual) of our company's website, link: <https://mesadepartesvirtual.petroperu.com.pe> or to the address: Av. Enrique Canaval Moreyra N° 150, Lima 27, Peru. Any queries made prior to sending documents should be sent to: [trading.register@petroperu.com.pe](mailto:trading.register@petroperu.com.pe). The documents will be in English and/or Spanish.

### **COMPANIES IN THE BUSINESS**

1. One (01) letter addressed directly to the Hydrocarbon Purchasing Department of PETROPERÚ S.A., expressing interest in buying and / or selling crude oil and/or refined products, providing the following information:
  - Business Name
  - Indicate products you would like to buy/sell
  - Legal Address
  - Name and Title of Legal Representative, duly authorized
  - Telephone and P.O. Box numbers, or other similar means to established
  - List of principal officers (including type and ID number of each one)
  
2. Two (02) original bank reference letters at least addressed directly to the Hydrocarbon Purchasing Department of PETROPERÚ S.A., issued by Banks or financial system of first-line endorsed by officials, containing information related to the financial transactions of the applicant to demonstrate that this has a line of credit that allows you to perform international Trade for amounts not less than four (04) hydrocarbon cargoes. The value of the hydrocarbon cargoes will be provided at each opportunity by the Supply and Trading, taking into account the market conditions.

These bank reference letters should not be older than six (06) months.
  
3. The last two Annual Reports with financial statements of your Company, duly audited by independent auditors.
  
4. Three (03) original commercial reference letters addressed directly to the Hydrocarbon Purchasing Department of PETROPERÚ S.A. issued by companies in the hydrocarbons sector, whether state or private, with a production or refining or marketing capacity (upstream, downstream or midstream) of more than 50 thousand barrels per day.

These commercial reference letters should not be older than six (06) months.

5. Other documents and / or guarantees that the Hydrocarbon Purchasing Department of PETROPERÚ S.A. deems appropriate request.

**NOTES:**

- a) In the event that a company is registered in the Hydrocarbons and Specialties Marketing Register, it wishes to register a subsidiary, parent undertaking or any other company related to it must send a letter requesting it and show that it belongs to the same group as the registered company, it being not necessary to comply with the rest of the established requirements.
- b) Letters from banks that are shareholders, members of the company or that are part of its economic group for which they have issued the aforementioned letter will not be taken into account for the purposes of the evaluation and will be returned to the interested party.
- c) Foreign State enterprises that carry out International Trade Operations, in order to be invited to participate in a Price Competition or Direct Negotiation, shall not be required to submit the documents referred to in numerals 2 and 4, unless the Management Purchasing Department of Hydrocarbons deems necessary the presentation of some(s) of it(s) and the COMIMEX approves it.

**REQUIREMENTS FOR REGISTRATION IN THE REGISTER OF HYDROCARBONS AND SPECIALTY MARKETING COMPANIES OF PETROPERÚ S.A. – MINOR BUSINESSES**

In order for your company to carry out international trade operations in specialties and fuels with PETROPERÚ S.A. in volumes less than 50,000 barrels per year, which are indicated below: Naphthenic Acid, Asphalts, Solvents, Turbo A-1, Marine Fuels, AVGAS, Coke, Sulfuric Acid; it must be registered in the "Register of Hydrocarbons and Specialty Marketing Companies of PETROPERÚ S.A. – Minor Businesses ", for which it must present the following requirements:

1. One (01) letter addressed to the Hydrocarbons Purchasing Department expressing its interest in importing and/or exporting Hydrocarbons and/or Specialties, with the following detail:
  - Company name
  - Specify products that you want to buy/sell
  - Legal Address
  - Name and position of the Legal Representative, duly authorized
  - Telephone number, e-mail address or other similar means of establishing communications.
  - List of principal officers (including type and ID number of each one)
2. At least one (01) letter, addressed to the Hydrocarbons Purchasing Department of PETROPERÚ S.A., by banks or the first-class financial system, published by the Central Bank of Peru (BCR), signed by competent officials, containing information related to the financial movement of the applicant.
3. Audited Financial Statements for the last year, duly audited by independent auditors.

4. At least one (01) letter of commercial references addressed to the Hydrocarbons Purchasing Department of PETROPERÚ S.A. issued by companies in the hydrocarbons sector, whether state or private, and must not be older than six (06) months.
5. Other documents and/or guarantees that the Hydrocarbons Purchasing Department of PETROPERÚ S.A. deems appropriate to request.

#### **NEWLY INCORPORATED COMPANIES**

1. One (01) letter addressed directly to the Hydrocarbon Purchasing Department of PETROPERÚ S.A., expressing interest in buying and/or selling Crude Oil and/or Refined Products, providing the following information:
  - Business Name
  - Indicate products you would like to buy/sell
  - Legal Address
  - Name and Title of Legal Representative, duly authorized
  - Telephone and P.O. Box numbers, or other similar means established
  - List of principal officers (including type and ID number of each one)
2. The Enterprise's Act of Constitution and the civil registry record where the company's registration is registered
3. Relation of its top executives and officials, detailing the experience you have in International Trade Operations Hydrocarbons in magnitude similar to the nature of the requested rating, the minimum experience will be credited with three (03) years.
4. One (01) original bank reference letter at least addressed directly to the Hydrocarbon Purchasing Department of PETROPERÚ S.A. issued by banks or financial system of first-line, published by the Central Reserve Bank of Peru (BCR), signed by competent officers, containing information related to the financial transactions of the applicant.

These bank reference letters should not be older than six (06) months.

5. One (01) original reference letter addressed directly to the Hydrocarbon Purchasing Management of PETROPERÚ S.A., issued by first-tier companies from the Hydrocarbon sector, whether public or private, with a production or refining or marketing capacity (upstream, downstream or midstream) of more than 50 thousand barrels per day.

This commercial reference letter should not be older than six (06) months.

6. Other documents and / or guarantees that the Hydrocarbon Purchasing Department of PETROPERÚ S.A. deems appropriate request.