



Date: 01 November 2023

Reference: RFP/2023/039/hn

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Request for Proposal no. RFP 2023/039

Consultancy Services for Independent Evaluation of GCF's Policy on Protection of Whistleblowers and Witnesses

1. Background

The Green Climate Fund (the "GCF" or "Fund") was established with the purpose of making a significant and ambitious contribution to the global efforts towards attaining the goals set by the international community to combat climate change. In the context of sustainable development, the Fund will promote a paradigm shift towards low-emission and climate-resilient development pathways by providing support to developing countries to limit or reduce their greenhouse gas emissions and to adapt to the impacts of climate change. The Fund's headquarters are located in Songdo, Incheon City, Republic of Korea.

The GCF was designated as an operating entity of the financial mechanism of the United Nations Framework Convention on Climate Change ("UNFCCC"). It is governed and supervised by a Board that has responsibility for funding decisions pursuant to the Governing Instrument for the Green Climate Fund (the "Governing Instrument"). It is supported by an independent Secretariat, accountable to the Board, having management capabilities to execute day-to-day operations of the GCF, providing administrative, legal and financial expertise.

The GCF is operated by a Secretariat headed by an Executive Director. The GCF also has three [3] independent units including the Independent Integrity Unit (IIU), Independent Redress Mechanism (IRM) and Independent Evaluation Unit (IEU).

2. Invitation

- 1) Through this request for proposals (RFP), the Fund is seeking to contract a qualified, reputable and experienced company/corporation/firm (the "Firm") to provide **Consultancy Services for the Independent Evaluation of the GCF's Policy on the Protection of Whistleblowers and Witnesses**. The terms of reference (TOR) included in Annex 1 of this RFP herein provides the details of the assignment and expected deliverables.
- 2) Proposals must be submitted to the GCF no later than **Monday, 20 November 2023 at 24.00 hours** Korean standard time (KST).
- 3) The RFP includes the following annexes:

| | |
|---------|---|
| Annex 1 | Terms of Reference |
| Annex 2 | Requirement for Technical and Financial Proposals |
| Annex 3 | Evaluation Criteria |
| Annex 4 | Company Profile Form |
| Annex 5 | Acknowledgement Letter |
| Annex 6 | Timeline |
| Annex 7 | Model Contract |



- 4) Shall the GCF accept your proposal, the terms outlined in this RFP, including all the annexes listed above, shall form part of any contract. Any such agreement shall require compliance with all factual statements and representations made in the proposal, subject to any modifications agreed to by the GCF in the context of any negotiations entered into it.
- 5) The GCF may, at its discretion, cancel the requirement in part or in whole. It also reserves the right to accept or reject any proposal and to annul the selection process and reject all proposals at any time prior to selection, without thereby incurring any liability to the Tenderers.
- 6) Tenderers may withdraw their proposal after submission provided that the GCF receives written notice of withdrawal before the deadline prescribed for submission of proposals. No proposal may be modified after the deadline for submission of proposals. No proposal may be withdrawn in the interval between the deadline for submitting proposals and the expiration of the proposal validity period.
- 7) All proposals shall remain valid and open for acceptance for ninety (90) calendar days after the deadline for submission of proposals. A proposal valid for a shorter period may be rejected. In exceptional circumstances, the GCF may solicit the Tenderer's consent to extend the period of validity. The request and the responses to that shall be made in writing.
- 8) Effective with the release of this solicitation, all communications relating to this RFP must be directed to Head of Procurement by e-mail at procurement@gcfund.org and copy to hngau@gcfund.org . Tenderers must not communicate with any other personnel of the GCF regarding this RFP.
- 9) This RFP is issued under the GCF Administrative Guidelines on Procurement¹. Information regarding the guidelines can be found at http://www.greenclimate.fund/documents/20182/574763/GCF_policy_-_Administrative_Guidelines_on_Procurement.pdf/b767d68e-f8b7-46d1-a18c-b6541f3dc010

3. Joint Venture, Consortium or Association

- 3.1 If the Tenderer is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the Proposal, they shall confirm in their Proposal that:
 - a) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the joint venture jointly and severally,
 - b) if they are awarded the contract, the contract shall be entered into by and between GCF and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.
- 3.2 After the Proposal has been submitted to GCF, the lead entity identified to represent the joint venture shall not be altered without the prior written consent of the GCF. Furthermore, neither the lead entity nor the member entities of the joint venture can submit another proposal:
 - a) either in its own capacity; nor

¹ Annex II "Corporate Procurement Guidelines on the Use of Consultants"



- b) as a lead entity or a member entity for another joint venture submitting another Proposal.
- 3.3 The description of the organisation of the joint venture/consortium/association must clearly define the expected role of each of the entity in the joint venture in delivering the requirements of the RFP, both in the Proposal and the Joint Venture Agreement. All entities that comprise the joint venture shall be subject to eligibility and qualification assessment by GCF.
- 3.4 Where a joint venture is presenting its track record and experience in a similar undertaking as those required in the RFP, it shall present such information in the following manner:
- a) Those that were undertaken together by the joint venture; and
 - b) Those that were undertaken by the individual entities of the joint venture expected to be involved in the performance of the services defined in the RFP.
- 3.5 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the joint venture or those of its members but shall only be claimed by the individual experts themselves in their presentation of their individual credentials.
- 3.6 If a joint venture's Proposal is determined by the GCF as the most responsive Proposal that offers the best value for money, the GCF shall award the contract to the joint venture, in the name of its designated lead entity. The lead entity shall sign the contract for and on behalf of all other member entities.

4. Request for Clarification of RFP Documents

A prospective Tenderer requiring any clarification of the solicitation documents may notify the GCF in writing to the e-mail address procurement@gcfund.org and copy to hngau@gcfund.org by the specified date and time mentioned in Annex 6. **The subject line of the e-mail MUST have the reference number and title of the RFP.** The GCF shall respond in writing to any request for clarification of the solicitation documents that it receives by the due date published in Annex 6. Written copies of the GCF response, which contain information that may be of common interest to all Tenderers (including an explanation of the query but without identifying the source of inquiry), shall be posted on the GCF website and communicated via e-mail.

5. Amendments to RFP Documents

At any time before the deadline for submission of proposals, the GCF may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the RFP documents by amendment. The amendments will also be posted on the GCF website and communicated via e-mail. In order to allow prospective Tenderers reasonable time in which to take the amendment into account in preparing their proposals, the GCF may, at its sole discretion, extend the deadline for the submission of the proposal.

6. Language of Proposals

The proposals prepared by the Tenderer and all correspondence and documents relating to the proposal exchanged by the Tenderer and the GCF shall be written in English. Supporting documents and printed literature furnished by the Tenderer may be in another language provided they are accompanied by an appropriate translation of all relevant passages in English. In any such case, the translation shall prevail for interpretation of the proposal. The sole responsibility for translation and the accuracy thereof shall be the Tenderer's responsibility.



7. Submission of Proposals

a) Submission via E-mail

Two separate files (Technical and Financial Proposals) shall be attached to the e-mail as per the instructions below.

- The technical file shall contain the technical proposal and be named as follows:

RFP 2023/039 – TECHNICAL PROPOSAL - (Name of Tenderer)

Please **DO NOT** include any financial information in the technical proposal, as this may result in disqualification.

- The financial file shall contain the financial proposal and be named as follows:

RFP 2023/039 – FINANCIAL PROPOSAL - (Name of Tenderer)

- The subject line of the e-mail shall be as follows:

RFP 2023/039 – Evaluate GCF's WB & WP Policy (Name of Tenderer)

The Financial Proposal MUST be password protected. The authorised procurement officer will contact the Tenderers that pass the qualifying technical score for the password to open the Financial Proposal. Tenderers shall NOT send the password to the financial proposal until they are requested to do so by the procurement officer. Financial Proposals that are submitted without password protection may be rejected for non-compliance.

All prospective Tenderers are kindly requested to return the completed Acknowledgement Letter of RFP receipt (Appendix 5) by the date indicated in Appendix 6, duly signed by an authorised representative, via e-mail, advising whether they intend to submit a proposal by the designated closing date/time.

Please notify the Procurement Unit immediately if any part of this RFP is missing or illegible.

8. Late Proposals

Any proposals received by Procurement Unit after the deadline for submission of proposals/Closing Date, prescribed in Annex 6 of this document shall usually be rejected.

9. Opening of Technical Proposals

Technical Proposals will be opened on the date indicated in Annex 6. The purpose of this public opening is to record the names of Tenderers having submitted proposals by the due date and time. Only technical proposals will be opened at the public opening.

The Financial Proposals will not be opened. Tenderers submitting proposals are welcome to send one (1) representative, with proper authorisation from their company, to observe the opening and recording of proposals received.

10. Opening of Financial Proposals

The GCF shall notify in writing those Tenderers that have achieved the minimum qualifying technical score and request for the password for the Financial Proposals.



11. Corrupt, Fraudulent, Coercive, Collusive and other Prohibited Practices.

The GCF requires that all GCF staff members, Tenderers/Tenderers, suppliers, service providers and any other person or entity involved in GCF-related activities observe the highest standard of ethics during the procurement and execution of all contracts. The GCF may reject any proposal put forward by Tenderers, or where applicable, terminate their contract, if it is determined that they have engaged in corrupt, fraudulent, coercive, collusive or other prohibited practices.

12. Conflict of Interest

In their proposal, Tenderers must (i) confirm that, based on their current best knowledge, there are no real or potential conflicts of interest involved in rendering Services for the GCF, and (ii) set out their policy on dealing with conflicts of interest shall these arise.

13. Confidentiality

Information relating to the evaluation of proposals and recommendations concerning selection of Firms will not be disclosed to Firms that submitted proposals.

We look forward to receiving your proposals by the RFP closing date mentioned in paragraph 2.2 above. If you have any questions regarding the RFP package, please contact the responsible procurement officer mentioned in Section 4 above.

Yours Sincerely,

DocuSigned by:

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Dragoljub Kelecevic
Procurement Manager
Office of Administrative Services (AOS)
November 1, 2023 | 6:34 PM KST

ANNEX 1 – TERMS OF REFERENCE

Consultancy Services for Independent Evaluation of GCF’s Policy on the Protection of Whistleblowers and Witnesses

1. BACKGROUND

The GCF is a multilateral fund created in 2010 to support developing countries respond to the challenges of climate change. The GCF contributes to achieving the objectives of the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement. In the context of sustainable development, the GCF advances and promotes a paradigm shift towards low-emission and climate-resilient development pathways. As a designated financial entity of the UNFCCC, the GCF provides funding for climate mitigation and adaptation projects and programmes in developing countries while accounting for their needs and supporting particularly those most vulnerable to the adverse effects of climate change. A Board governs the GCF, composed of an equal number of members from developed and developing countries. The GCF is operated by a Secretariat headed by an Executive Director. The GCF has three independent units including the Independent Integrity Unit (IIU), Independent Redress Mechanism (IRM) and Independent Evaluation Unit (IEU).

The IEU of the GCF is mandated by the GCF Board under paragraph 60 of the Governing Instrument to inform its decision making. The IEU has several objectives:

- Informing decision-making by the Board and identifying and disseminating lessons learned, contributing to guiding the GCF and stakeholders as a learning institution, including providing strategic guidance;
- Conducting periodic independent evaluations of GCF performance to objectively assess the results of the GCF and the effectiveness and efficiency of its activities; and
- Providing evaluation reports to the Conference of the Parties to the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement for purposes of periodic reviews of the Financial Mechanism.

The IEU has a mandate for discharging both an accountability function and supporting a learning function. These are central to the GCF being a learning organisation as laid out in its Governing Instrument. For more information, please check the documentation available on the IEU’s [website](#).

The Independent Integrity Unit (“IIU” or “the Unit”) is also one of the accountability mechanisms² of GCF. The IIU ensures that all GCF staff, external stakeholders, implementing entities, and intermediaries relating to GCF adhere to the highest standards of integrity to safeguard the lawful and efficient utilization of GCF resources.

The IIU takes a proactive approach to deter occurrences of fraud, corruption, and other Prohibited Practices in GCF-funded activities by establishing integrity policies, proactively assessing and mitigating integrity risks, and recommending further improvements to existing GCF procedures. The IIU investigates allegations of Wrongdoing, including Misconduct and Prohibited Practices, in line with international best practices and close cooperation with relevant counterpart

² GCF has established mechanisms to ensure accountability, manage risk, and evaluate the performance of its activities in order to ensure the application of safeguards as well as internationally accepted standards. More information available at <https://www.greenclimate.fund/about/accountability>

offices. The IIU reports directly to the GCF Board or through the Ethics and Audit Committee (EAC) of the Board. More information about the IIU is available at <https://iiu.greenclimate.fund/>.

2. AIMS

- 1) The Independent Evaluation Unit (IEU) of the GCF wishes to procure consultancy services for the **Independent Evaluation of GCF's Policy on the Protection of Whistleblowers and Witnesses** with the final report to be completed by May 2024 with communication and outreach products completed by June 2024.
- 2) The assignment will be a joint engagement between the IEU and the contracted party. All products emerging from this work are joint products, but the IEU will own the intellectual property. For subsequent use and citation, members of the contracted team will be informed.
- 3) This document lays out the terms of reference for the Independent Evaluation of GCF's Policy on the Protection of Whistleblowers and Witnesses. It consists of the following nine further sections and application templates.

3. BACKGROUND TO THE ASSIGNMENT

- 1) The IEU seek to enter into a contract with one (1) service provider for the Consultancy Services for the Independent Evaluation of the Policy on the Protection of Whistleblowers and Witnesses. Decision B.BM-2018/21 outlined that the Board of the GCF had considered document GCF/BM-2018/29 titled "Policy on the Protection of Whistleblowers and Witnesses".
- 2) Decision B.BM-2018/21 adopted the Policy on the Protection of Whistleblowers and Witnesses which was set out in annex I to document GCF/BM-2018/29. The IIU is responsible for the implementation of this Policy. The IIU is required to collaborate with the Secretariat to advise and ensure the effective implementation of the Policy including that Counterparties have effective whistleblowing and witness protection policies and practices in place. IIU is also required to report on an annual basis to the Board. Three implementation reports have been submitted to the Board. The first was the 2019 Annual Implementation Report submitted to B.27; the second was submitted to B. 30 and the third Annual Implementation Report was submitted at B.35.
- 3) In paragraph 73, the Policy on the Protection of Whistleblowers and Witnesses as outlined in annex 1 of decision B.BM-2018/21 states that the IIU shall proactively monitor and review the implementation of this Policy and the effectiveness of Whistleblower and Witness Protection in Fund-related Activities following a risk-based approach. The Policy further states that such monitoring activities and reviews may involve public consultations. The Policy also states IIU shall engage with the IEU to independently evaluate the effectiveness of this Policy's implementation.
- 4) Paragraph 74 of the Policy states that the Ethics and Audit Committee shall, every three years with the support of the IIU and IEU, present a report to the Board on issues related to the implementation of this Policy along with any recommendations for changes. Such reports will take into account a review of the effectiveness of the Policy and new whistleblower and witness protection standards or policies developed and implemented by peer institutions and partners regarding their measures and practices for protecting whistleblowers and witnesses.

4. KEY PROVISIONS OF THE POLICY ON THE PROTECTION OF WHISTLEBLOWERS AND WITNESSES

- 1) The GCF acknowledges the critical role of whistleblowers and witnesses in exposing prohibited practices and other acts of wrongdoing in order to enable the GCF to effectively prevent, detect, and mitigate such malfeasance and to safeguard the resources entrusted to its care.
- 2) The Policy on the Protection of Whistleblowers and Witnesses (“the Policy”) is an expression of the Fund’s zero-tolerance of fraud and corruption and is intended to provide clear avenues for exposing fraud and integrity violations.
- 3) The purpose of this Policy is to empower anyone covered by its provisions to report suspicions of wrongdoing in good faith and without fear of retaliation so that the GCF can effectively protect its interests, resources, and mission by detecting and mitigating financial and reputational risks as early as possible.
- 4) This Policy applies to whistleblowers and witnesses who report suspected wrongdoing as defined by this Policy. Reports of suspected wrongdoing concerning matters within the competence of the IIU shall be handled by the IIU. Other reports, complaints, or grievances falling outside this scope shall be referred to or handled directly by the appropriate Divisions, Offices, or Units of the GCF or other authorities lawfully exercising jurisdiction.
- 5) Whistleblowers or witnesses may include persons who bring allegations and information in a grievance, complaint, or reconsideration request to the Independent Redress Mechanism (“IRM”) which amount to suspected Wrongdoing.
- 6) Any person or entity who makes a false or malicious report, is not protected by this Policy and may be subject to sanctions or disciplinary action in accordance with relevant GCF policies and guidelines, and the provisions of any contractual agreements existing between the GCF and the person or entity.
- 7) Full details of the policy are available at <https://www.greenclimate.fund/document/policy-protection-whistleblowers-and-witnesses>.

5. DUTIES AND RESPONSIBILITIES OF SELECTED CONTRACTOR

- 1) The selected Contractor/consulting firm shall perform an independent evaluation of effectiveness of the Policy’s implementation.
- 2) The Firms shall have demonstrated expertise in the following areas:
 - (a) Protection of whistleblowers and witnesses.
 - (b) Audit and Accounting.
 - (d) Fraud Detection.
 - (f) Financial Mismanagement.
 - (g) Internal Control.
- 3) The aims of this independent evaluation include assessing:
 - (a) Coherence: The degree to which the GCF’s Policy on the Protection of Whistleblowers and Witnesses operates alongside other internal policies and

frameworks to achieve its strategic goals and objectives (internal coherence) alongside the consistency of the Policy with other actors' approaches and policy frameworks in the same area (external coherence).

- (b) *Relevance*: The degree to which the GCF's Policy on the Protection of Whistleblowers and Witnesses is sufficiently targeted to support the reporting of Wrongdoing by covered individuals, counterparties, and communities, with an emphasis on the extent to which the objectives and design of the Policy respond to and adapt to institutional needs.
- (c) *Effectiveness*: The degree to which the GCF's Policy on the Protection of Whistleblowers and Witnesses successfully supports the effective reporting of Wrongdoing. The independent evaluation shall assess progress made to date and the role of the Policy in effectively protecting Whistleblowers and Witnesses. The evaluation shall seek to uncover the factors driving or hindering successful implementation, including through the extent to which the Policy achieves its objectives and results throughout the results chain and across groups.
- (d) *Sustainability*: The probability that the net benefits of the Policy, indicated via the successful protection of Whistleblowers and Witnesses, are likely to continue and lead to long-term benefits including the prevention and management of Wrongdoing.

3.1) To cover these four (4) criteria, the independent evaluation shall cover three (3) areas:

- (a) *IIU and GCF policies and standards*: The GCF's policies on PPWW and PPP alongside with other integrity policies and internal guidelines: AML/CFT Policy, Revised policy on the prevention and protection from Sexual Exploitation, Sexual Abuse, and Sexual Harassment and Administrative Guidelines on Human Resources.
- (b) *IIU and GCF process and operations*: The operationalization of the policy, the channels through which reporting can take place, investigation procedures for allegations of retaliation against Whistleblowers and Witnesses, linkages with IRM procedures, Ombudsman role, role of the ethics advisor as well as the overall ability of the internal stakeholders to maintain confidentiality and impartiality throughout the process.
- (c) *Results, outcomes and impacts of the policy*: The ability of counterparties and covered individuals to report potential Wrongdoing in a safe and confidential manner.

4) The selected Contractor/consultancy firm shall engage in a range of tasks including:

- (a) Reviewing data, project, or background documentation related to IIU cases, as necessary;
- (b) Supporting the IEU in conducting interviews as may be required;

- (c) Providing the timely assessment and review on specific issues as may be assigned and based on specific terms of reference and assessment guidelines provided by the IEU;
- (d) Applying international best practices in the specified subject area;
- (e) Facilitating a public consultation exercise;
- (f) Delivering a benchmarking exercise in terms of any new whistleblower and witness protection standards, policies or measures developed and implemented by peer institutions and partners;
- (g) Assessing the coherence of the Policy with related internal policies and frameworks;
- (h) Performing additional tasks as may be assigned or delegated by the Head of the IEU related to the assignment.

The overall objectives of this independent evaluation include both institutional evidences, in other words from within the Organization's remit, as well as at the programmatic level in GCF-funded activities. In addition, the evaluation shall entail a benchmarking exercise against peer institutions and partners.

6. SCOPE

The evaluation shall be led, owned, and delivered by the IEU. In this context, the Contractor's evaluation team that is hired for this purpose shall be considered an extension of the IEU team and should adhere to the team's principles of high-quality work, confidentiality of information obtained and timeliness in delivery. Under this TOR, the selected team shall meet the following deliverables (please refer to timeline for the details):

- (a) **Deliver an Approach Paper:** The team shall deliver a detailed Approach Paper (in line with the formatting guidelines provided by the IEU), that outlines among other things the main report and the annexes, and explains the methodology, the tools, instruments, the evaluation criteria and matrix, protocols, and the expected process that the evaluation shall have to follow within a detailed and time-intensive delivery timeline. It shall also contain a comprehensive list of all GCF Board documents and decisions related to the Policy.
- (b) **Complete Data Collection:** The team shall be responsible for working closely with the IEU during data collection and analysis, to ensure quality of data and analyses. Members of the team may be expected to attend and help facilitate interviews, perform consultations with key informants and groups of stakeholders, and analyse the data collected. The team is also expected to keep notes from all meetings and participate in weekly meetings with the IEU Songdo team.
- (c) **Submit Final Report:** The team shall first complete a factual draft of the report. The aim is to submit the factual draft to key stakeholders, perhaps including engagement with stakeholders through webinars and presentations on emerging findings. Subsequently, the team shall complete a final report with key findings and actionable recommendations,

including those that reflect key strategic and policy lessons. This shall be prepared and submitted as an IEU document for the GCF Board's consideration through a constructive collaboration between IIU and IEU when presenting the results to the EAC.

7. EVALUATION METHODS AND PHASES

In line with the overall utilization-focused framework, the selected team shall work closely with relevant stakeholders to ensure the evaluation is consultative and engaging.

The selected team shall deploy several approaches, methods and tools to focus the evaluation on learning, to ensure participation at key steps in the process, and to deliver rigorous and credible findings.

Each evaluation question shall be answered through systematic and traceable use of all relevant sources in a way that maximizes the triangulation of evidence and consequently the credibility of the evidence and recommendations. The evaluation shall indicate areas that lack sufficient evidence or areas where the evaluation is not confident about the evidence presented. The team shall also be expected to work closely with the IEU to delineate the evaluation questions, key findings and recommendations.

The **evaluation consists of four (4) main phases**, which also coincide with the four (4) stages of the work plan. These are as follows:

- Stage 1: Inception, planning and completion of an Approach Paper;
- Stage 2: Information and data collection, management, benchmarking study and initial analyses;
- Stage 3: Full and completed analyses, factual draft;
- Stage 4: Final report, including recommendations, along with any relevant communication products.

8. STRUCTURE OF EVALUATION TEAM AND THEIR RESPONSIBILITIES

- 1) Project teams shall be composed of no more than three (3) members. The project teams shall have one team leader with at least 20 years of experience of completing policy evaluations in relation to integrity, anticorruption and/or compliance matters.
- 2) Teams shall have at least one (1) member with at least 5 years of experience of in policy evaluations in relation to integrity, anticorruption and/or compliance matters.
- 3) Essential qualifications include at least two (2) members educated to at least Master's level and preferably doctoral level alongside demonstrating gender diversity and responsiveness;
- 4) Teams shall have at least one (1) qualified data analyst or specialist;
- 5) Teams shall be able to commit that they shall be able to produce a highly credible, well-written evaluation report in the period requested.

9. TIMELINE AND DELIVERABLES

The IEU shall work closely with the external team at all stages of the evaluation cycle and especially just prior to key deliverables. The Contractor/consultancy firm is expected to deliver a detailed workplan which shall be reviewed by the IEU. The evaluation process has been divided into three general phases:

- (1) Inception and planning phase (tentatively, December 2023 – January 2024) – This phase involves the process followed to date and culminates in the final Approach Paper (see also Table 1 below). This phase includes the creation of an advisory group who can guide and steer the evaluation.
- (2) Data collection and analysis phase (tentatively, January-February 2024) – This phase involves the planning and implementation of the data collection and analysis methods.
- (3) Factual draft phase (tentatively, March 2024) – During this phase, the factual draft of the evaluation report shall be drafted, reviewed and responded to.
- (4) Final reporting phase (tentatively, May 2024) – During this phase, the full evaluation report shall be drafted, edited, shared and socialized; feedback shall be received and responded to, and the report shall be finalized and communicated.
- (5) Communication to the stakeholders (tentatively, June 2024) to highlight the key findings or recommendations of the evaluation/Engagement with Board members as appropriate.

10. The Key Deliverables for the evaluation are described in Table 1, followed by a detailed work plan for the evaluation.

| Phase | Milestone Deliverables | Expected/ Tentative Date | Suggested Payment (%) |
|---|---|-------------------------------------|----------------------------------|
| Contract signing | Signing of contract | December 2023 | 0 |
| Approach paper | Delivery of draft and final approach paper, the integration of all comments on drafts, socialization with stakeholders | December 2023 – January 2024 | 20 |
| Data collection | All data collected, with data analysis progressing | February 2024 | 20 |
| Draft Report | A factual draft is ready, comments from stakeholders received and integrated | March 2024 | 20 |
| Final Report | Final evaluation report and executive summary | May 2024 | 35 |
| Communications and outreach products | Communication to stakeholders to highlight the key findings/recommendations of the evaluation Engagement with Board members as appropriate | June 2024 | 5 |

Note: A more detailed work plan shall be completed by the project team.



Annex 2 - Requirements for Technical and Financial Proposals

TECHNICAL PROPOSAL

The Technical Proposal shall be submitted in a separate file and shall address all aspects of the Terms of Reference. The Technical Proposal shall have all the necessary details in response to the Terms of Reference and the Tenderer shall fill in the technical Forms (TECH Forms) which follow in this annex, and which must be filled in accordingly.

The Technical Proposal **MUST NOT** contain any pricing information. Technical proposals which contain pricing information shall be disqualified.



TECH Forms

Form TECH-1: Technical Proposal Submission Form

(to be printed on Firm's Letterhead)

Firm's Name & Address

[Location, Date]

To: [Name and address of GCF]

To whom it may concern:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal.

We are submitting our Proposal in association with: [Insert a list with full Name and address of each associated Consultant if submitting as an association, if applicable]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in paragraph reference 2.7 of the RFP Letter, we undertake to negotiate on the basis of the proposed staff, methodology and approach. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorised Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____



**GREEN
CLIMATE
FUND**

Form TECH-2: Firm's Organization and Experience

A - Organisation

[Provide here a brief (two pages) description of the background and organisation of your firm/entity and each associate for this assignment.]

B - Experience

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment. Use not more than 20 pages making relevant examples of assignments in the areas of work identified in the terms of reference in Annex 1]

| | |
|--|---|
| Assignment name: | Approx. value of the contract (in current US\$ or Euro): |
| Country: Location within country: | Duration of assignment (months): |
| Name of Client: | Total N° of staff-months of the assignment: |
| Address: | Approx. value of the services provided by your Firm under the contract (in current US\$ or Euro): |
| Start date (month/year): Completion date (month/year): | N° of professional staff-months provided by associated Consultants: |
| Name of associated Consultants, if any: | Name of senior professional staff of your Firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader): |
| Narrative description of Project: | |
| Description of actual services provided by your staff within the assignment: | |

Firm's Name: _____



Form TECH-3:

Comments and Suggestions on the Terms of Reference and Counterpart's Staff and Facilities to be provided by the GCF.

On the Terms of Reference

Present and justify any modifications or improvements to the Terms of Reference you are proposing to improve performance in carrying out the assignment (such as deleting some activity you consider unnecessary, adding another, or suggesting a different phasing of the activities). [Such suggestions shall be concise and to the point and incorporated in your Proposal.]



Form TECH-4:

Description of Approach, Methodology and Work Plan for Performing the Assignment

Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal (Not more than 40 pages, inclusive of charts and diagrams) divided into the following three chapters:

- a) Technical Approach and Methodology
- b) Work Plan
- c) Organisation and Staffing
- d) Sustainability

- a) Technical Approach and Methodology. In this chapter you shall explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You shall highlight the problems being addressed and their importance and explain the technical approach you would adopt to address them. You shall also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.
- b) Work Plan. In this chapter you shall propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates of the reports. The proposed work plan shall be consistent with the technical approach and methodology, showing understanding of the Terms of Reference and ability to translate them into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, shall be included here. The work plan shall be consistent with the Work Schedule of Form TECH-8.
- c) Organisation and Staffing. In this chapter you shall propose the structure and composition of your team. You shall list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.]
- d) Sustainability: Organization's commitment to sustainability – Tenderer to demonstrate its commitment to embed sustainability into its own operations (as defined by social, environmental, and economic considerations). Demonstrate how you plan to integrate sustainability measures in the execution of the contract to provide goods or services.



Form TECH-6: Curriculum Vitae (CV) for Proposed Staff Members/Experts

1. Proposed Position [only one candidate shall be nominated for each position]: _____

2. Name of Firm [Insert Name of Firm proposing the staff]: ____

3. Name of Staff [Insert full Name]: _

4. Date of Birth: ____Nationality: ____

5. Education [Indicate college/university and other specialised education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]: _

6. Membership of Professional Associations: _____

7. Other Training [Indicate significant training since degrees under 5 - Education were obtained]:

8. Countries of Work Experience: [List countries where the staff has worked in the last ten years]:

9. Languages [For each language indicate proficiency: fluent, good, fair, or poor in speaking, reading, and writing]: ____

10. Employment Record [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, Name of employing organisation, positions held.]:

From [Year]: _____ To [Year]: _____

Employer: _____

Positions held: _



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| | |
|---|---|
| <p>11. Detailed Tasks Assigned</p> <p>[List all tasks to be performed under this assignment]</p> | <p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</p> <p>[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.]</p> <p>Name of assignment or project: __</p> <p>Year: __</p> <p>Location: _____</p> <p>Client: _</p> <p>Main project features: __</p> <p>Positions held: _</p> <p>Activities performed: __</p> |
|---|---|

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of the staff member or an authorised representative of the staff]

Date: ____

Full Name of the authorised representative: _____

Signature Date: Day/Month/Year



Form TECH-7: Staffing Schedule¹

| 14. ID | Name of Staff | 15. 16. Staff input (in the form of a bar chart) ² | | | | | | | 17. Total staff-week input |
|-------------|---------------|---|---|---|---|---|---|---|----------------------------|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | Total |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| n | | | | | | | | | |
| Grand Total | | | | | | | | | |

1 -For Professional Staff the input shall be indicated individually; for Support Staff it shall be indicated by category (e.g.: draftsmen, clerical staff, etc.).

2 -Weeks are counted from the start of the assignment. For each staff indicate separately staff input.



Form TECH-8 Work Schedule

| N° | Activity ¹ | Weeks ² | | | | | | |
|----|-----------------------|--------------------|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| n | | | | | | | | |

1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Client approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.

2 Duration of activities shall be indicated in the form of a bar chart.



Financial Proposal

Financial Proposal

The Tenderer must prepare and submit the Financial Proposal in a separate file from the Technical Proposal.

The Financial Proposal shall include the taxes where applicable³, and the applicable taxes shall be specified.

The Financial Proposal must also summaries the total consultancy fee and the breakdown covering the lump sum amount to determine the financial score and contract price. Financial Proposal Standard Forms (FIN Forms) shall be used to present the Financial Proposal.

IMPORTANT:

The Financial Proposal MUST be password protected. The authorised procurement officer shall contact the Tenderers that pass the qualifying technical score for the password to open the Financial Proposal. Tenderers shall NOT send the password to the financial proposal until they are requested to do so by the procurement officer. Financial Proposals that are submitted without password protection may be rejected for non-compliance.

³ (a) Under Article 10 of the Headquarters Agreement, the property of the Green Climate Fund ("Fund"), including the property of any offices, subsidiary bodies or facilities established by the Fund, the Fund's operations and transactions, and any property of the Fund in transit to or from the Headquarters, are:

- (i) Exempt from all direct taxes, except those which are, in fact, no more than charges for public utility services;
- (ii) Exempt from all indirect taxes, including any value-added tax and/or other similar tax, and excise duties levied on important purchases of goods and services for official purposes; and
- (iii) Exempt from customs duties, prohibitions and restrictions on imports and exports in respect of articles of any kind imported or exported by the Fund for its official use, except for prohibitions and restrictions on imports or exports relating to health and safety.

(b) under bilateral agreements concluded between the GCF and certain countries, the GCF may be exempt from all taxation and from all customs duties, and from any obligation for the payment, withholding or collection of any tax or duty.



FINANCIAL PROPOSAL Forms

Form FIN-1: Financial Proposal Submission Form

[Location, Date]

To: [Name and address of Client]

To whom it may concern:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures¹].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to the expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorised Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

¹ Amount must coincide with the ones indicated under Total Cost of Financial proposal in Form FIN-2.



Form FIN-2: Summary of Costs

(1) Total Cost of Financial Proposal

| <i>Item</i> | Costs |
|---|-------|
| | USD |
| Total Cost of Financial Proposal ¹ | |

¹Indicate the total cost, net of local taxes, to be paid by GCF in each currency.

(2) Breakdown of Fees and Expenses⁴ per Cost Component

| Description | A. Unit of measure | B. Total Period of Contract (in work days) | C. Daily Staff Rate (in USD) | Total Cost for the Period (B x C) (in USD) |
|---|--------------------|--|------------------------------|--|
| I. Remuneration Costs | | | | |
| Team Leader (Senior Consultant) | Work day | | | |
| Expert or Consultant | Work day | | | |
| Associate Expert or Consultant | Work day | | | |
| Other staffs (if any) | Work day | | | |
| Sub-Total = | | | | |
| II. Other Costs related to executing the project (if any) | | | | |
| Sub-Total = | | | | |
| III. Travel Costs (list below) | | | | |
| Sub-Total = | | | | |
| TOTAL (Total Cost of Financial Proposal) | | | | USD |

(3) Breakdown of Fees and Expenses per Deliverables

| SN | Deliverables [list them as referred to in the TOR] | Percentage of Total Price | Price (Lump Sum, All-Inclusive) |
|----|--|---------------------------|---------------------------------|
| 1 | Deliverable 1 | | |
| 2 | Deliverable 2 | | |
| 3 | Deliverable 3 | | |
| | TOTAL | 100% | USD |

⁴ The vendor can estimate the travel cost based on the proposed methodological approach. The actual travel costs shall be paid on a cost-reimbursable basis following the reimbursement rules that shall be agreed upon by both parties when the contract is signed off.



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Form FIN-3: Breakdown of Remuneration¹ or Price List for Experts

(Information provided in this form shall be used to establish cost of future work/services or payments to the Firm for possible future work/services requested by the GCF)

| Name ² | Position ³ or Title | Daily Staff Rate ⁴ |
|-------------------|--------------------------------|-------------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

1 – Form FIN-3 shall be filled in for the same Professional and Support Staff listed in Form TECH-7; You can also list other proposed experts for future work/services required by GCF.

2 – Professional Staff shall be indicated individually; Support Staff shall be indicated per category (e.g., technician, draftsmen, clerical staff).

3 – Positions of Professional Staff shall coincide with the proposed experts for the hypothetical project; You can also list other proposed experts for future work/services requested by GCF.

4 – Daily Staff Rates shall be firm and fixed during the duration of the future Contract.



Annex 3 - Evaluation Criteria For RFP 2023/039

A. Evaluation and Comparison of Proposals

The proposals shall be evaluated in a three-stage procedure, starting with administrative compliance to ensure the proposals includes all necessary required documents and is duly signed by the authorised representative. Evaluation of the technical proposal shall follow and shall be completed prior to any financial proposal being opened and evaluated. The financial proposal shall be considered only if the submissions fulfil the minimum technical requirements.

B. Acceptance of Submissions

All proposers are expected to adhere to the requirements for submitting a proposal. Any proposals that fail to comply shall be disqualified from further consideration as part of this evaluation. In particular:

- (1) A brief description, including ownership details, date and place of incorporation of the firm, objectives of the firm, partnerships, qualifications, certificates, etc.;
- (2) Full compliance with the formal requirements for submitting a proposal.
- (3) Submission of all requested documentation
- (4) Acceptance of the GCF Model contract – Where the Tenderer notes issues, these must be raised as part of the technical proposal for consideration during evaluation.**

The Technical Proposal shall include:

- (1) A brief description of the organisational strengths and qualifications including demonstrated experience supported by references of similar assignments.
- (2) Details to demonstrate vast experience in working with relevant multilateral development funds and familiarity with their operations; and
- (3) Demonstration of the Firm's deep understanding of the GCF, mandate/business model, and technical requirements.

C. Evaluation of Technical Proposal

A technical review committee shall be established to evaluate each submitted technical proposal. The technical proposals are evaluated individually on the basis of their responsiveness to/compliance with the Fund's technical requirements stated in the Terms of Reference.

The assessment of the technical proposals shall also be based on the evaluation criteria below. Following this, the Tenderer's team is welcome to support their proposal with reference to evaluations that are relevant to this assignment.

Description of Evaluation Criteria

| SN | Evaluation Criteria | Sub-score | Score |
|----|--|-----------|-----------|
| 1 | Firm's Expertise and Experience | | 30 |



| SN | Evaluation Criteria | Sub-score | Score |
|----------|---|-----------|------------|
| 1.1 | At least twenty (20) years of relevant experience in the areas of audit and accounting, asset verification/inspection, fraud detection, financial mismanagement, and internal control, integrity due diligence (anti-money laundering/countering financing of terrorism). | 15 | |
| 1.2 | Proven and extensive track record conducting evaluations in these areas with international public, private, and multilateral organisations, including demonstrable experience of working for a range of clients, benchmarking across organisations specifically on policies for the protection of whistleblowers and witnesses. | 15 | |
| 2 | Methodology and Workplan | | 30 |
| 2.1 | A clear understanding of the scope, magnitude, urgency and challenges of the overall task is fully demonstrated and properly communicated and corresponds very closely to the present TOR. This is demonstrated through a technically sound proposal to undertake the assignment alongside the IEU. | 15 | |
| 2.2 | A clear demonstration of how the services shall be performed and delivered in an efficient and effective manner and how sustainability measures shall be integrated in the execution of the contract to provide goods or services. | 15 | |
| 3 | Personnel/Team Leader and Members | | 40 |
| 3.1 | Strong, proven team leader with at least 20 years of experience of completing policy evaluations in relation to integrity, anticorruption and/or compliance matters. Demonstrable expertise of directing, leading and organizing the evaluation process under severe time constraints when managing policy evaluations, with a clear emphasis on policies related to witnesses and whistleblowers. Extensive evaluation experience and time availability, including a track record of timely delivery of strategic documents that add value. | 20 | |
| 3.3 | The proposed team is composed appropriately with deep expertise in relevant areas and substantial experience. The structure of the team reflects a gender balance, a balance between members from developing and developed countries, as well as an ability to mobilise professional networks. Teams shall have at least two members with at least 5 years of experience in policy evaluations in relation to integrity, anticorruption and/or compliance matters. In addition, teams shall have at least one qualified data analyst or specialist. | 20 | |
| | TOTAL | | 100 |

Technical proposals that score at least 75 points out of 100 shall be considered as qualified for the review of financial proposal. Any proposal less than that shall be disqualified from proceeding to the next step and its financial proposal shall be returned unopened following the award of the contract.

D. Evaluation of Financial Proposal

The financial proposal of all Tenderers which have attained the minimum score in the technical evaluation shall be evaluated subsequently. The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 100. The formula for determining the financial scores (Sf) of all other Proposals is calculated as following:



$S_f = 100 \times F_m / F$, in which “ S_f ” is the financial score, “ F_m ” is the lowest price, and “ F ” is the price of the proposal under consideration.

E. Consolidated Evaluation

The weights given to Technical (T) and Financial (P) Proposals are: $T = 0.70$, and $P = 0.30$

Proposals shall be ranked according to their combined technical (S_t) and financial (S_f) scores using the weights ($T =$ the weight given to the Technical Proposal; $P =$ the weight given to the Financial Proposal; $T + P = 1$) as following: $S = S_t \times T\% + S_f \times P\%$.

The Tenderer that achieves the highest combined technical and financial score shall be invited for contract negotiations.

F. Award of Tender/Contract

The tender award shall be made to the responsive Tenderer who achieves the highest combined technical and financial score, following negotiation of an acceptable contract. The GCF reserves the right to conduct negotiations with the Tenderer regarding the contents of their offer. The contract award shall be in effect only after acceptance by the selected Tenderer of the terms and conditions and the technical requirements.



Annex 4 - Company Profile Form

(Submit as part of Technical Proposal)

Please respond to all questions.

1. Company Details - Vendor's Name

Name:

2. General Information

| | | | |
|--|---|----------|--|
| Primary contact for sales/client services | | | |
| Address | | | |
| | | | |
| | Postal Code: | Country: | |
| Telephone: | Fax: | | |
| E-mail: | Web site: | | |
| Parent company, if any | | | |
| Subsidiaries, Associates, and/or Overseas Rep(s), if any | | | |
| Year established | | | |
| Registration Number | | | |
| Type of organisation | Public enterprise | () | |
| | Private company | () | |
| | Organisation sponsored (assisted by Government) | () | |
| | Other (please specify): | () | |
| Type of Business | Manufacturer | () | |
| | Retailer | () | |
| | Authorised Agent | () | |
| | Consulting Company | () | |
| | Other (please specify): | () | |
| Summary of main business activities | | | |
| No. of employees (by location) | | | |
| Staff turnover rate | | | |
| In-house working language (s) | | | |



| | |
|--|--|
| Bank Name: Bank Address: Account Holder: Account Number: IBAN: SWIFT: | |
|--|--|

3. Prior experience with international organisations

| |
|---|
| <p>List contracts with international organisations in the last three years</p> <p>BRIEFLY list recent contracts that used relevant tools, technologies, and techniques:</p> <p>Attach additional sheets if necessary.</p> |
| 1 |
| 2 |
| 3 |

4. Environmental Policy

| |
|--|
| <p>Does your company have a written statement of its environmental policy?</p> <p>YES () Please attach copy NO ()</p> |
|--|

5. Contract disputes

| |
|--|
| <p>List any disputes your company has been involved in over the last three years</p> |
| |
| |

6. References

| |
|---|
| <p>List suitable reference projects and contacts.</p> <p>What options would there be for a site visit to a referenced project and/or the vendor's site?</p> |
| 1 |
| 2 |
| 3 |

7. Partners

| |
|---|
| <p>If this is a part bid, list relevant recent experience of working with partners. Are there already formal or informal preferred partnership agreements in place?</p> |
| 1 |
| 2 |
| 3 |

8. Conflict of interest



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| |
|--|
| Are there any likely circumstances or contracts in place that may introduce a conflict of interest with the parties to this contract? If so, explain how this shall be mitigated |
|--|

| |
|---|
| 1 |
|---|

| |
|---|
| 2 |
|---|

9. Certification

I, the undersigned, confirm that the information provided in this annex is correct. In the event of changes, details shall be provided.

Name: _____

Title: _____

Signature: _____

Date: _____



Annex 5 - Acknowledgement Letter

To GCF Procurement Unit,

We, the undersigned, acknowledge receipt of your Request for Proposal (RFP) No. **2023/039 for Consultancy Services for Independent Evaluation of GCF's Policy on Whistleblowers and Witness Protection dated 01 November 2023** and hereby confirm that we:

INTEND DO NOT INTEND

to submit a proposal to the Green Climate Fund (GCF) by the deadline date of Monday, **20 November 2023 at 24.00 hours Korean Time.**

INTEND DO NOT INTEND

to send one (1) authorised representative⁵ to observe the public opening procedure on Tuesday, **21 November 2023 at 10.00 hours Korean Time***. (Note: attendance at the public opening procedure is optional.) *

We acknowledge that this RFP is confidential and proprietary to the GCF and contains privileged information.

Name of Authorized Representative: _____

Signature: _____

Title: _____

Name and Address of Company/Firm: _____

Telephone: _____

E-mail: _____

If you do not intend to submit a proposal to the GCF, please indicate the reason:

We do not have the capacity to submit a proposal at this time.

We cannot meet the requirements for this RFP.

We do not think we can make a competitive offer at this time.

Other (please specify): _____

Kindly return this acknowledgement letter immediately via e-mail to procurement@gcfund.org and copy to hngau@gcfund.org

***NOTE: Public opening procedure is held online via MS Teams based on the requests for attendance.**

⁵ Please provide name, last name, position and email address of the representative to which the virtual meeting invitation will be provided on the day of proposal opening.



ANNEX 6 - TIMELINE

The Green Climate Fund shall follow the timeline below for this RFP. Any changes to this timeline shall be posted on the GCF website. Please note that the target dates may be adjusted.

| Nr. | Event | Responsible Party | Tentative Date (and time, KST*) |
|------------|---|--------------------------|--|
| 1 | Issuance of RFP | GCF | 02 Nov. 2023 |
| 2 | Last day to send completed Acknowledgement Letter of RFP receipt | Tenderer | 10 Nov. 2023 |
| 3 | Last date for requests for clarifications of RFP | Tenderer | 14 Nov. 2023 |
| 4 | Last date for GCF to reply to questions received | GCF | 15 Nov. 2023 |
| 5 | Date by which proposals must be received in South Korea by GCF (Closing Date) | Tenderer | 20 Nov. 2023 at 24.00 hours KST* |
| 6 | Opening & Distribution of Technical Proposals | GCF | 21 Nov. 2023 at 10.00 hours KST* |

* KST: Korean Standard Time (Seoul Time)



Annex 7 - GCF Model Contract

By submitting a proposal to this RFP, the Tenderers are considered to have carefully reviewed the GCF Model Contract and must agree with all its terms and conditions. **Where the Tenderer has specific issues of concern, those must be raised and indicated in the Technical Proposal clearly for consideration during evaluation. Any request for amendments to the GCF Model Contract and terms and conditions must be accompanied by a detailed and compelling justification for review and consideration by GCF.**

It shall be noted that the request of amendments to the GCF Model Contract and terms and conditions may negatively affect the evaluation of the proposal and, in some cases, where such amendments are incompatible with GCF's binding policies and rules, may prejudice the final award.

NB: For this particular contract, the Performance Standards (Clause 9), Insurance (Clause 10), Performance Security (Clause 11), and Deductions Clauses (Clause 12) of the Special Conditions of Contract (SCC) shall not be applicable.

*Note: The Board adopted at the recent meeting a new policy on SEAH (Sexual Exploitation, Sexual Abuse, and Sexual Harassment) and therefore the GCF is required to include new provisions in the General Conditions of Contract. While the specific wording is yet to be formulated, the eventual contract shall need to include such new provisions.