



Date: 06 December 2023

Reference: RFP 2023/044/hn

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Request for Proposal no. RFP 2023/044
Consultancy Services for Independent Evaluation of the GCF's Approach to Indigenous People

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 independent units including the Independent Integrity Unit (IIU), Independent Redress Mechanism (IRM) and Independent Evaluation Unit (IEU).

2. Invitation

2.1. 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 Independent Evaluation of GCF's Approach to Indigenous People (IP)**. The terms of reference (TOR) included in Annex 1 of this RFP herein provides the details of the assignment and expected deliverables.

2.2. Proposals must be submitted to the GCF no later than **Thursday, 25 January 2024 at 24.00 hours** Korean standard time (KST).

2.3. The RFP includes the following annexes:

Annex 1	Terms of Reference
Annex 2	Requirement for Firm's Proposals
Annex 3	Evaluation Criteria
Annex 4	Company Profile Form
Annex 5	Acknowledgement Letter
Annex 6	Timeline
Annex 7	Model Contract

2.4. 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.



- 2.5. 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 Bidders.
- 2.6. Bidders 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.
- 2.7. 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 Bidder's consent to extend the period of validity. The request and the responses to that shall be made in writing.
- 2.8. Effective with the release of this solicitation, all communications relating to this RFP must be directed only to the Head of Procurement by e-mail at procurement@gcfund.org and copy to hngau@gcfund.org. Bidders must not communicate with any other personnel of the GCF regarding this RFP.
- 2.9. 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 Bidder 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
 - 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

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



- 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 Bidder 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 Bidders (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 Bidder, 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 Bidders 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 Bidder and all correspondence and documents relating to the proposal exchanged by the Bidder and the GCF shall be written in English. Supporting documents and printed literature furnished by the Bidder 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 Bidder'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 2023/044 - TECHNICAL PROPOSAL - (Name of Bidder)

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 2023/044 - FINANCIAL PROPOSAL - (Name of Bidder)



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

RFP 2023/044 – Evaluation of GCF’s Approach to IPs (Name of Bidder)

The Financial Proposal MUST be password protected. The authorised procurement officer will contact the Bidders that pass the qualifying technical score for the password to open the Financial Proposal. Bidders 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 Bidders 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 Bidders 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. Bidders 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 Bidders 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, Bidders/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 Bidders, 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, Bidders 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.

Specifically, the bidder must ensure that none of the individual team members have been involved in any stage of design or implementation of GCF’s funded activity or readiness programme whether directly with the Secretariat in any capacity or indirectly with any of accredited entities, delivery partners and other stakeholders for GCF specific work. The proposed team members shall not be involved in any ongoing work with GCF Secretariat, accredited entities, delivery partners and other stakeholders in the region nor shall they take up any such work in the duration of this contract. If the Firm has any current or past contracts with the Secretariat or any of the accredited entities or delivery partners in any role, they shall



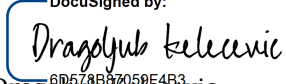
demonstrate how they intend to safeguard the independence of the team proposed for this evaluation.

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 proposals from interested Firms for this Request for Proposal (RFP) by the deadline mentioned above.

Sincerely yours,

DocuSigned by:

Dragoljub Kelecevic

Procurement Manager
December 6, 2023 | 5:16 PM KST

ANNEX 1

TERMS OF REFERENCE

Consultancy Services for Independent Evaluation of GCF's Approach to Indigenous Peoples

I. Introduction

A. *Background to the Independent Evaluation Unit*

The Green Climate Fund (GCF) is a multilateral fund established in 2010 to support developing countries' efforts to respond to the challenge of climate change. Paragraph 2 of The Governing Instrument (GI)² states that the Fund will contribute to achieving the objectives of the United Nations Framework Convention on Climate Change (UNFCCC). The GCF promotes a paradigm shift towards low-emission and climate-resilient development pathways in developing countries. As an operating entity of the Financial Mechanism of the UNFCCC, the GCF supports climate change mitigation and adaptation projects and programs in developing countries. The GCF also serves the Paris Agreement on climate change under Article 9, Paragraph 8 of the Agreement, and supports the goal of keeping the average global temperature below 2°C

The Independent Evaluation Unit (IEU) was established by the GCF Board to provide objective assessments of the performance and results of the Fund by conducting independent evaluations of the GCF's activities to guarantee its accountability and synthesize learnings from high-quality and rigorous evaluations to support GCF's effectiveness and efficiency. The IEU is mandated to discharge a dual accountability and learning function³, central to the GCF as a learning organization. This dual accountability-learning function is also laid out in the GI and the Updated Terms of Reference.⁴ The IEU fulfils this mandate through four pillars⁵:

- ***Evaluation***: The IEU undertakes independent evaluations at different levels to inform GCF's strategic results areas and ensures its accountability.⁶ In key cases, it can also support and undertake project evaluations. The IEU uses relevant and innovative methods and an independent peer-review mechanism that provides guidance on independent evaluations. The vision, criteria, and guidelines are being laid out in the independent evaluation policy. The IEU is also mandated to independently peer review and attest to the quality of GCF self-evaluation.⁷
- ***Advisory and capacity support***: The IEU advises the Board by synthesizing findings and lessons learned from its evaluations. These findings and lessons inform the Secretariat and other GCF stakeholders.⁸ The IEU engages closely with the independent evaluation units of intermediaries and implementing entities of the GCF, including national designated authorities (NDAs) and accredited entities (AEs). It provides support to catalyse learning and build and strengthen NDA and AE evaluation capacity. It also provides guidelines and supports evaluation-related research that helps produce rigorous evidence in GCF result areas.
- ***Learning***: The IEU supports the learning function of the GCF by ensuring that recommendations from independent evaluations are incorporated into the Secretariat's functions and processes. This

² As annexed to decision 3/CP.17 presented in UNFCCC document FCCC/CP/2011/9/Add.1.

³ Decision B.BM-2021/07.

⁴ Decision B.BM-2021/15.

⁵ Decision B.30/10 2022 IEU Workplan and Budget.

⁶ Decision B.05/03, Annex 1.

⁷ Decisions B.12/12 and B.12/20.

⁸ Decision B.06/09, Annex III.

includes recommending improvements to the GCF's performance indicators and its initial results framework after accounting for international experience and the evaluation results.⁹

- **Engagement:** The IEU actively participates in relevant evaluation networks to ensure it is at the frontier of evaluation practice. The IEU involves its staff and staff from NDAs and AEs in evaluations wherever feasible and appropriate. Also, the IEU supports knowledge hubs of low-emission and climate-resilient pathways.¹⁰

B. Background to the independent evaluation

At the Thirty-seventh meeting of the GCF Board (B.37) held in Tbilisi, Georgia, from 23 – 25 October 2023, the Board approved IEU's Workplan for 2024¹¹. The approved work plan includes an undertaking to complete the independent evaluation of Indigenous Peoples within the GCF. These Terms of Reference (ToR) will outline the context and mandate for Indigenous Peoples in the GCF, the methods and approaches, and the timelines and deliverables for this independent evaluation. The methods, approach, and timeline are to be considered iterative and may be revised during the evaluation.

II. Context and Mandate for Indigenous Peoples

A. Indigenous Peoples mandate at the GCF and COP

Several GCF policy documents mandate the active engagement of Indigenous Peoples, reflecting a commitment to harnessing their traditional, local, and indigenous knowledge and practices to address the climate change challenges.

First, paragraph 71 of the GCF Governing Instrument states that the Board will develop a mechanism that ensures the involvement of various stakeholders, including Indigenous Peoples, in the design, development, and implementation of the strategies and activities to be financed by the Fund.

Moreover, the Updated Strategic Plan for the GCF 2024-2027 (USP)¹² emphasizes that GCF is committed to leveraging traditional, local, and indigenous knowledge and practices to implement various programming priorities and advance policies. For example, paragraph 8 states that GCF put a specific focus on supporting developing countries and their communities and people who are most vulnerable to the adverse effects of climate change, striving for inclusive climate action in line with its Revised Environmental and Social Policy¹³, and integrating local communities, Indigenous Peoples, women and people with disabilities as agents of change. Clause 4.2(g) of USP further states that GCF will pursue collaborative stakeholder engagement with the Indigenous Peoples Advisory Group (IPAG) and other stakeholders to scope where there is potential for inclusive innovation based on traditional, local, and indigenous knowledge and practices, social and digital enterprises and also to identify opportunities to source and aggregate pipeline of locally-led solutions.

Furthermore, the Conference of the Parties addressed the importance of the GCF's attention to Indigenous Peoples through its guidance to the GCF. At COP 26, the guidance encouraged the GCF Board to clarify the role of data and information from traditional, local and indigenous knowledge and practices in the assessment of concept notes, project preparation funding applications, and funding proposals.¹⁴ More importantly, COP 27 urged the GCF Board to "continue incorporating Indigenous Peoples' and local communities' interests, perspectives, knowledge and climate priorities into its decision-making, including

⁹ Decision B.06/09, Annex III.

¹⁰ Decision B.05/03, Annex I.

¹¹ GCF/B.37/21.

¹² GCF/B.35/16.

¹³ Decision B.BM-2021/18, Annex I.

¹⁴ FCCC/CP/2021/12/Add.1.

through its Indigenous Peoples policy and the recommendations of the Indigenous Peoples Advisory Group as well as through continued engagement with, inter alia, the Facilitative Working Group of the Local Communities and Indigenous Peoples Platform and the International Indigenous Peoples' Forum on Climate Change.”¹⁵

B. GCF Indigenous Peoples Policy

The GCF recognizes that Indigenous Peoples often have identities and aspirations that are distinct from mainstream groups in national societies and are disadvantaged by traditional models of mitigation, adaptation and development, and that they are not always adequately consulted about the design or implementation of activities that would profoundly affect their lives or communities.

The GCF Indigenous Peoples Policy¹⁶ was adopted by Board decision B.19/11 to address these challenges. The Policy sets out the approach to incorporating the circumstances of Indigenous Peoples into decision-making while working towards climate change mitigation and adaptation. The overall objective of this policy is to provide a framework for ensuring that GCF activities are developed and implemented to foster full respect for Indigenous Peoples' and their members' dignity, human rights, and cultural uniqueness without any harm.

In 2022, the IEU's Second Performance Review¹⁷ found that GCF has a solid Indigenous Peoples policy and has made some steps to operationalize it across the organization. A year later, The IEU's Independent Evaluation of the GCF's Readiness and Preparatory Support Programme (RPSP2023) evaluates that “GCF's implementation of its Indigenous Peoples Policy has progressed considerably since the establishment of the Indigenous Peoples Advisory Group (IPAG). Prior to that, the focus was more on safeguards, whereas the focus is now more balanced with Indigenous Peoples co-benefits.”¹⁸

C. Revised Environmental and Social Policy

The GCF Environment and Social Policy is an essential element of the environmental and social safeguards of the GCF. The revised policy, adopted by decision B.BM-2021/18, reflects GCF's commitment to achieving environmental and social benefits in all activities it undertakes and supports and the importance of clearly conveying this objective to stakeholders and communities. It underscores the GCF's commitment to inclusive practices, prioritizing marginalized populations, especially Indigenous Peoples, throughout the design, development, and implementation of funded activities. With a focus on protection and respect, the Policy also addresses that the GCF strives to avoid adverse impacts on indigenous communities, employing measures to minimize, mitigate, and compensate when avoidance is not feasible, all while respecting indigenous culture, rights to lands, territories, resources, and traditional knowledge systems. The policy emphasizes proactive screening for potential impacts on Indigenous Peoples and encourages their active participation in risk assessment processes. Furthermore, the Policy guides GCF to promote transparency by requiring the disclosure of various ESS documents, such as resettlement action plans, Indigenous Peoples plans, and gender assessments, to inform assessments and decisions regarding funded activities. Lastly, culturally appropriate consultation, emphasizing that meaningful engagement shall be inclusive, responsive, and considerate of the views of vulnerable groups, adhering to the principles of free, prior, and informed consent, particularly for activities impacting Indigenous Peoples, is crucially stressed.

D. Gender Policy

¹⁵ FCCC/CP/2022/10/Add.2.

¹⁶ Decision B.19/11, Annex XI.

¹⁷ Final report of the Independent Evaluation of Second Performance Review of GCF.

¹⁸ Final report of the Independent Evaluation of the GCF's Readiness and Preparatory Support Programme.

The Gender Policy¹⁹, adopted by decision B.24/12 in 2019, also sets out the GCF's commitment to the rights and considerations of Indigenous Peoples while focusing on its mandate to enhance a gender-sensitive approach in its processes and operations. The Gender Policy is guided by the Paris Agreement, where parties acknowledge that the rights of Indigenous Peoples and local communities shall be considered when taking actions to address climate change and that the adaptation action shall be guided by the best available science and traditional knowledge, knowledge of Indigenous Peoples and local knowledge systems, where appropriate. In line with the GCF's Environment and Social Policy, the Gender Policy insists on equal opportunities for women and men, including those from vulnerable groups, to be actively involved in consultations and decision-making throughout the project cycle. This includes adherence to country coordination and multi-stakeholder engagement best practices, country ownership guidelines, and the principle of free, prior, and informed consent for projects involving Indigenous Peoples.

E. Board decisions on Indigenous Peoples

In addition to the mandate on Indigenous Peoples provided by the GI and other GCF policies such as the USP, GCF Environmental and Social Policy, and ESS standards, several Board decisions further supplement the mandate on Indigenous Peoples. These decisions are enlisted in chronological order in the table below.

Table 1 – Indigenous Peoples-related Board Decisions

Board Decision Number	Context
B.15/01	In this decision, the Board requests the Secretariat to prepare a fund-wide Indigenous Peoples' Policy at B.17 and invites submissions from the members and alternate members of the Board and the observer organizations in relation to the development of the GCF Indigenous peoples' policy by B.16.
B.19/11	The decision adopts the GCF Indigenous Peoples Policy. Under the Indigenous Peoples Policy, the Indigenous Peoples Advisory Group (IPAG) has been established to enhance coordination between GCF, accredited entities and executing entities, governments, and Indigenous Peoples in relation to matters concerning Indigenous Peoples.
B.32/04	The Board decides to conduct an open, inclusive, transparent consultation process engaging Board members and alternate Board members, national designated authorities (NDAs), accredited entities (AEs), active observers, observer organizations, and parties to the United Nations Framework Convention on Climate Change and the Paris Agreement, members of GCF panels and groups including the Indigenous Peoples Advisory Group, and other stakeholders to inform the review and update of the Strategic Plan.
B.33/12	The Board decides that the use of the best available information and data, including from the Intergovernmental Panel on Climate Change and from traditional, local, and indigenous knowledge and practices, is sufficient to form the basis for the demonstration of impact potential for GCF-supported activities while taking into account the context of the proposal, the different capabilities of accredited entities, and country and regional circumstances.
B.35/14	In this decision, the Board underscores the seriousness of GCF's role in fostering the full respect, promotion, and safeguarding of Indigenous Peoples as reflected in the Indigenous Peoples Policy.

F. Indigenous Peoples in GCF's approach and investment

¹⁹ Decision B.24/12, Annex XXIII.

The main instruments for GCF support to Indigenous Peoples are: (i) funding proposals through (loans, grants, equity, etc.); and in terms of institutional arrangement and policy frameworks (ii) the Indigenous Peoples Advisory Panel; (iii) Indigenous Peoples, Gender and ESS policies and tools.

As for the investment project portfolio, during 2014-2022, 62 per cent of projects included Indigenous Peoples among expected direct and indirect beneficiaries (152 FPs and SAP). In terms of the financing amount, US\$ 1 billion investment went to these projects. These FPs are distributed among all five regions, with LDCs and LAC having the highest volume of finance. A large majority of projects are implemented by the public sector and international AEs.

Table 2 – Breakdown of the 152 GCF FPs that relate to Indigenous Peoples

CATEGORY		NUMBER OF PROJECTS	APPROVED GCF FINANCING (MILLIONS USD)	AMOUNT DISBURSED (MILLIONS USD)	% OF THE DISBURSED AMOUNT
Sector	Public	129	6,350	1,524	24%
	Private	23	1,921	298	16%
ESS Category	Category A	5	885	67	8%
	Category B	88	4,206	1,257	30%
	Category C	35	501	172	34%
	Intermediation 1	6	1,021	165	16%
	Intermediation 2	16	1,616	142	9%
	Intermediation 3	2	42	19	45%
Project Size	Large	22	4,048	403	10%
	Medium	54	2,635	829	31%
	Small	57	1,422	515	36%
	Micro	19	166	75	45%
Entity Type	International	114	6,553	1,662	25%
	Regional	16	1,180	55	5%
	National	22	538	107	20%
Entity Access Type	IAE	114	6,553	1,662	25%
	DAE	38	1,718	162	9%
GCF Region	Africa	49	1,841	428	23%
	Asia-Pacific	48	1,988	458	23%

CATEGORY		NUMBER OF PROJECTS	APPROVED GCF FINANCING (MILLIONS USD)	AMOUNT DISBURSED (MILLIONS USD)	% OF THE DISBURSED AMOUNT
	Latin America and the Caribbean	38	2,304	640	28%
	Mixed Regions	13	2,051	269	13%
Vulnerable Groups*	African States	62	3,892	697	18%
	LDCs	66	4,081	735	18%
	SIDS	38	2,557	435	17%

*Vulnerable groups are not mutually exclusive; one project could belong to multiple priority groups in the FP.

III. Indigenous Peoples Findings in Previous IEU Reports

Previous IEU evaluations and syntheses have examined areas directly or indirectly related to Indigenous Peoples. The findings of these reports related to Indigenous Peoples are summarised in the table below. The evaluation will build upon these and significantly advance understanding of Indigenous Peoples in the GCF.

Table 3 - Relevant Findings from Select IEU Evaluations

Report Title	Findings Relevant to Indigenous Peoples
Independent evaluation of the GCF's Readiness and Preparatory Support Programme (RPSP2019)	<ul style="list-style-type: none"> • Full country ownership requires appropriate participation in climate action by the private sector, CSOs, and vulnerable, marginalized, and Indigenous Peoples and local communities. So far, this participation is rudimentary in most countries. • The approach and capacity of the GCF on ESS and vulnerable/marginalized/local community/Indigenous Peoples is improving and increasing but is only being leveraged slightly in the context of the RPSP.
Forward-looking Performance Review of the GCF (FPR2019)	<ul style="list-style-type: none"> • Within the Fund, approved rights-based policies, such as the ESS, Gender Policy and Indigenous Peoples Policy, and the IRM procedures and guidelines, represent emerging best practices within climate finance. Overall, the GCF has developed a set of more than 50 policies, frameworks, and procedures based on global best practices in a relatively short period. These policies were part of the operationalisation process of the GCF during the IRM. This suite of policies has the potential to contribute to a paradigm shift in the global context of climate change policies. • The FPR recommends that the GCF: <ul style="list-style-type: none"> - Take immediate actions that may enhance the implementation of the Indigenous Peoples Policy, such as facilitating a dialogue between national Indigenous Peoples and governments and AEs and increasing the direct communication of the GCF with Indigenous Peoples, globally and at the country level, starting with their engagement with the GCF (e.g., as Board observers). - Strengthen the role of Indigenous Peoples' participation within GCF country programming and AEs' work programme processes.
Independent Evaluation of the	<ul style="list-style-type: none"> • Self-reported engagement with local and indigenous communities suggests that they are an underserved priority in SIDS. Local communities and

Report Title	Findings Relevant to Indigenous Peoples
Relevance and Effectiveness of the Green Climate Fund's Investments in the SIDS (SIDS2020)	<p>vulnerable groups are insufficiently engaged in meaningful consultations, especially during project implementation, and identification and utilization of indigenous knowledge and adaptations are undervalued as project innovations.</p> <ul style="list-style-type: none"> • Although not conventionally “new,” traditional and indigenous knowledge in SIDS represents a potential and important source of innovation that could be better utilized in GCF projects.
Independent evaluation of the adaptation portfolio and approach of the Green Climate Fund (Adapt2021)	<ul style="list-style-type: none"> • An informational GCF Board document on the support options for technology-collaborative research and development describes innovation as a collaborative process. While the focus is on technological innovation, the document also speaks of “collaborative research development and demonstration,” “grassroots innovation,” “indigenous innovation,” and “inclusive innovation,” which are very much relevant for “software” innovation needed in adaptation.
Rapid assessment of the Green Climate Fund's Request for Proposals Modality (RFP2021)	<ul style="list-style-type: none"> • Enhanced direct access (EDA) has the potential to support the kind of local adaptation that, for example, is relevant and effective in SIDS. It offers an opportunity to work at the grassroots level with local communities, indigenous populations, and the local private sector and leverage traditional knowledge and practices to adapt to climate change.
Independent evaluation of the relevance and effectiveness of the GCF's investments in the LDCs (LDC2022)	<ul style="list-style-type: none"> • The GCF has not fully responded to the COP's request to enhance its consideration of local indigenous and traditional knowledge, which has particular importance to many LDCs given the importance of local knowledge, including as a form of climate data. • Using indigenous knowledge and consultation with community members may offer an opportunity to learn from local expertise and knowledge of climatic trends in data-poor contexts. Respondents for this LDCs evaluation highlighted that constructing a narrative using all sources, including local knowledge and historical data seen from the lens of indigenous knowledge, can supplement scientific modelling work.
Independent evaluation of the relevance and effectiveness of the GCF's investments in the African States (AFR2022)	<ul style="list-style-type: none"> • Across the African states' portfolio, Indigenous Peoples' consideration and active involvement are limited. In particular, the stages of project development struggle to speak comprehensively to Indigenous Peoples Policy objectives. With a few exceptions, the dominant refrain from African stakeholders is that there are no Indigenous Peoples affected by or involved in project activities or that indigeneity is complex or ill-advised in an African context. • M&E mechanisms are set up to track gender-related dimensions of the portfolio for the African states. In some project contexts, performance indicators are overly complex, not well understood, and remote from beneficiaries. By contrast, there is no provision at a portfolio level to understand the participation of indigenous peoples and local communities or to track co-benefits associated with their participation.
Second Performance Review of the Green Climate Fund (SPR2023)	<ul style="list-style-type: none"> • The Indigenous Peoples Policy emphasizes participatory processes, but stakeholders have noted a lack of meaningful access to the GCF. Interviewees identified subtle barriers that may inhibit proposals that focus on Indigenous Peoples. • Overall, a small proportion of GCF-funded activities target vulnerable populations. Although a larger proportion of projects include gender-specific activities, this proportion has decreased in GCF-1 relative to the IRM, and a much smaller proportion of projects have activities that especially target women, as defined by a threshold of 65 per cent female beneficiaries. The data on Indigenous Peoples is both sparse and problematic. Only 37 per cent of FPs demonstrate potential to impact/include Indigenous Peoples;

Report Title	Findings Relevant to Indigenous Peoples
	however, these instances represent locations in which Indigenous Peoples live and not necessarily a targeting of Indigenous Peoples themselves.
Independent Evaluation of the GCF's Readiness and Preparatory Support Programme (RPSP2023)	<ul style="list-style-type: none"> With regard to advancing the GCF's gender and social inclusion ambitions, GCF policy and strategy level expectations on the RPSP to deliver and demonstrate contribution-to-impact are considerable when considered in relation to available in-house resources. The modestly sized OSI with corporate-wide responsibilities covers the Readiness programming terrain selectively, relying on DCP regional teams and DPM to incorporate ESS and inclusion policy requirements into their respective lead roles. It is unclear whether this arrangement is sufficient to "mainstream" gender and enhance engagement with Indigenous Peoples as policy requires.

IV. GCF's Evaluation Criteria

The Independent Evaluation of GCF's Approach to Indigenous Peoples will use the GCF evaluation criteria established by the GCF Board for the IEU²⁰ and approved by the Board in the Evaluation Policy for the GCF²¹:

- (i) Relevance, effectiveness, efficiency, impact, and sustainability of projects and programmes;
- (ii) Coherence in climate finance delivery with other multilateral entities;
- (iii) Gender equity;
- (iv) Country ownership of projects and programmes;
- (v) Innovativeness in result areas (the extent to which interventions may lead to a paradigm shift towards low-emission and climate-resilient development pathways);
- (vi) Replication and scalability – the extent to which the activities can be scaled up in other locations within the country or replicated in other countries; and
- (vii) Unexpected results, both positive and negative.

V. Objectives and Evaluations Questions

The overall objectives of the evaluation are:

- (i) To assess the extent to which GCF portfolio and modalities have impacted and benefited Indigenous Peoples
- (ii) To assess the extent to which GCF's approach to Indigenous Peoples is effective in fulfilment of the GCF mandates and function.

The evaluation will assess the question in the framework of the GCF Indigenous Peoples Policy and other related policies of the GCF. The primary audience of the evaluation will be the GCF Board and Secretariat. The evaluation is expected to contribute to an accountability, learning, and dialogue function with a focus on the Indigenous Peoples.

Key evaluation questions would be further refined and expanded during the inception phase.

➤ Relevance

²⁰ Decision B.06/09.

²¹ GCF/B.BM-2021/07, Annex 1.

- To what extent does the GCF policy on Indigenous Peoples align with the mandates and guidance established by the United Nations Framework Convention on Climate Change (UNFCCC) and GCF Governing Instrument?
 - Does GCF Indigenous Peoples policy framework provide the necessary and sufficient mechanisms to ensure the full and effective participation, protection, and sharing of benefits of Indigenous Peoples in GCF activities? To what does the GCF approach align with international best practices, such as those articulated by the United Nations and the Special Rapporteur on the Rights of Indigenous Peoples?
 - To what extent is the GCF policy on Indigenous Peoples aligned with the GCF policy framework?
- **Country ownership**
- To what extent did GCF-funded activities recognize, respect, and preserve the culture, knowledge, and practices of Indigenous Peoples while providing them with the opportunity to adapt to changing conditions in a manner and timeframe acceptable to them?
 - What role do Indigenous Peoples play in relevant programming and with what results? To what extent were Indigenous Peoples fully informed and consulted in GCF activities? Are Indigenous Peoples' consultation and participation building on the country's coordination and engagement mechanism that GCF has implemented?
 - Are Indigenous Peoples considerations effectively integrated into the ESS designs and plans developed during the FP co-creation process?
 - How effective have the IPAG and other related bodies been in informing GCF governance structures?
 - How has GCF navigated and reconciled the national or state policies and the rights and traditions of indigenous peoples?
- **Effectiveness/efficiency/results**
- To what extent has the Indigenous Peoples policy been effectively put into operation and implemented, and with what results?
 - To what extent have Indigenous Peoples benefited from GCF-funded activities in a culturally sensitive manner?
 - To what extent are Indigenous Peoples able to participate actively in project design and project implementation arrangements?
 - To what extent have Indigenous Peoples contributed to the GCF's achievement of effective, sustainable, and equitable climate change results, outcomes, and impacts?
 - To what extent has the GCF facilitated the participation and leadership of Indigenous Peoples in GCF activities?
 - How effective are GCF mechanisms (including business model) for ensuring Indigenous Peoples' participation and benefits at the project level?
 - Are the current monitoring framework functions and tools adequate for collecting disaggregated and meaningful data on Indigenous Peoples during the implementation of GCF-funded activities?
- **Gender**
- How has the GCF established and maintained continuing engagement, including fully informed consultation and effective participation of Indigenous Peoples, including Indigenous women affected by GCF-financed activities throughout the implementation of those activities?
 - Have GCF activities promoted and supported participation and leadership of Indigenous women in GCF activities, and with what results?
- **Unexpected results**
- Have there been any unforeseen adverse impacts on Indigenous Peoples as a consequence of activities funded by the GCF-funded activities? Why?

An evaluation matrix will be developed during the inception phase and include detailed evaluation questions. Each evaluation question will be answered through a systematic and traceable use of all relevant information sources in a way that maximizes the triangulation of evidence and consequently the representativeness and credibility of the evidence and recommendations, as well as an indication of where the evaluation did not have sufficient evidence or where the evaluation is not as confident about the evidence.

VI. Methodology and Approach

The evaluation will adopt a theory-based, utilization-focused, culturally sensitive, and participatory approach to data collection. More specific theoretical frameworks and methods used to examine Indigenous Peoples, such as Indigenous Evaluation Frameworks (IEF), will be discussed during the inception phase.

The evaluation will undertake a mixed-method approach to addressing the evaluation questions, providing for both breadth and depth in data collected across various sources. The main methods include desk research, portfolio analysis, case studies, online surveys, and interviews with relevant stakeholders and IP groups.

- (i) **Desk Research** will include relevant GCF documents, Board decisions, policies, operations and programming documentation, and evaluations. Additionally, UNFCCC guidance and reports on Indigenous Peoples, external leading reports from international agencies, the State of the World's Minorities and Indigenous Peoples Report, and academic research papers will be considered for background and literature review purposes. This method will also include a review and synthesis of previous IEU evaluations.
- (ii) **Portfolio Analysis** will analyse a portfolio of GCF projects that engage with Indigenous Peoples. The IEU Datalab will utilize project data from GCF databases such as IPMS to develop the portfolio and IEU DataLab internal data sets.
- (iii) **Key Informant Interviews/Focus Groups** with different stakeholders, GCF Secretariat, the Indigenous Peoples Advisory Group (IPAG), AEs, external experts from agencies and the conventions, Indigenous Peoples and Indigenous People focal points/coordinators, civil society.
- (iv) **Online Survey** may be considered to solicit perception data from NDA, AEs, relevant Indigenous Peoples representatives, and civil society.
- (v) **Country Case Studies** will be deployed for an in-depth understanding of the project and its impact on the Indigenous Peoples community and the Indigenous Peoples context with its unique cultural and traditional norms. For planning purposes, five (5) case studies are expected to be included in the evaluations. The approach and sampling strategy will be determined during inception with the IEU.
- (vi) **Benchmarking study or comparison analysis** will be deployed to compare GCF Indigenous Peoples policy with other similar policies by other MDBs and development agencies to identify insights into the key components and enablers of the IPs policies, particularities of the GCF IPs policy for climate finance vis a vis those for development.

The evaluation will consider the use of IEFs, to the extent possible. The evaluation consists of four main parts, which also coincide with the four stages of the work plan. These are as follows:

- Stage 1: Inception, planning, and finalization of approach paper
- Stage 2: Data collection, data management, and preliminary analyses
- Stage 3: Final data analyses and factual draft;
- Stage 4: Final Report, including recommendations and key communication products.

VII. Ethical Considerations

The evaluation process will adhere to ethical standards, including informed consent and data privacy, in line with the GCF Evaluation Standards. The evaluation will develop and apply ethical protocols prioritizing protecting cultural, social, and individual rights and a culturally sensitive engagement with Indigenous Peoples.

VIII. Advisory Group

The evaluation will establish an Evaluation Advisory Group consisting of experts in subject matter and evaluation methods. This advisory group will play a consultative role in key stages of the evaluation process and provide an external review and advisory function for this evaluation.

IX. Team Expertise

- (a) The Firm shall have strong in-team expertise and experience in evaluations at the strategic, corporate, and programme levels, process evaluations, statistical analysis, data extraction, and data analysis.
- (b) The Firm's experience and expertise in engaging with GCF stakeholders, climate finance, and Indigenous Peoples would be an asset.
- (c) In-depth experience of the Firm with mixed methods, in addition to pure qualitative and quantitative methods, strategic evaluations and assessments, and configurative reviews, is desirable.
- (d) Experience and expertise with IEFs and data collection with Indigenous Peoples will be an asset.
- (e) The Firm shall be able to commit to producing a highly credible and well-written assessment report within the allocated budget and time. The evaluation report will be fully owned by and a product of the IEU.
- (f) The suggested team may consist of 3-4 members with the following roles:²²
 - **One Team Leader** who has at least fifteen (15) years of solid experience in providing strategic advice, implementing, and conducting evaluations or reviews on programmes and projects on Indigenous Peoples, preferably within the climate change and climate finance areas;
 - **One Evaluation Specialist** with expertise in IEFs and related practices, as well as a track record of conducting global and regional Indigenous Peoples evaluations. The member may ideally be a member of an Indigenous Peoples community and possess expertise in IP-related issues and challenges in development interventions and climate finance.
 - **One Data Analyst** with experience in collecting data, designing interviews, and providing data analysis in the context of evaluations, most desirably within the climate change and climate finance areas.

Such a composition of the team is only a suggestion and not a requirement. The team may propose an approach to undertake country case studies, either directly or with the use of nationally based consultants.

X. Structure of the Evaluation Team and Responsibilities

The evaluation team will include the external team contracted as a result of this RFP and the IEU team. Together, the evaluation team will be under the direction and overall leadership and responsibility of the Head of the IEU. The evaluation will be led and managed by IEU staff. The IEU will own the report, but it is co-written with the external team. The responsibilities of the selected team will involve finalizing the approach paper, including the evaluation matrix, annotated review of documents, data needs, analytical tools (instruments, protocols), and the final report outline; being active part of evaluation workshops and meetings; collecting the new data required by the evaluation in the sampled countries as well as with key

²² The proposed team structure is for suggestion only. IEU welcomes other proposed team structures, but the Firm should provide the justification for larger teams.

informants, directly as well via online tools and triangulate and validate the findings, and drafting the zero-draft and final report including the conclusions, recommendations, Executive Summary and all annexes, and the communication products to be detailed in the approach paper. Managerially, it is expected that team members will participate in virtual weekly meetings with the IEU, and these may increase in frequency close to the finalization of the report. The team will convene in-person at GCF HQ for inception and final writing/conclusion of data collection.

The IEU will take ownership of the evaluation and hold overall responsibility and accountability for the management and delivery of the evaluation up to and including approval of the final report. It will provide guidance to the selected team throughout the implementation of the evaluation up to and including design, data collection, analysis, and drafting. Therefore, the IEU will co-develop and co-write the evaluation questions, methods, and reporting. The IEU will also facilitate an Evaluation Advisory Group, which will provide an external review and advisory function for this evaluation. This practice has been found to be exceptionally beneficial to recent IEU evaluations. The IEU will further facilitate access to GCF data. This will include portfolio level data from the GCF provided by the DataLab, facilitation of interviews with GCF Board Members, staff, IPAG, and other internal stakeholders, access to GCF and IEU documents, and networks with the external stakeholders. The IEU will also facilitate first introductions with NDA/ Focal Points, in order to launch the country missions. The IEU will also lead a review of the evaluation draft report, including facilitating discussion and management responses.

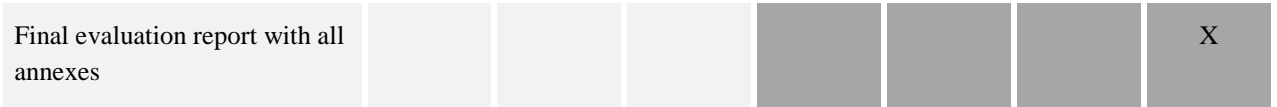
XI. Timeline and Deliverables

The estimated length of the assignment is spread from January 2024 through December 2024. The report is currently expected to be complete by October 2024, with follow-up through December 2024. However, these timelines may undergo modest modification in consultation with the team. The proposed timeline for this assessment is expected to be as follows:

Table 5 – Proposed Timeline for the Deliverables²³

MAIN DELIVERABLES AND PROCESSES	DEC 23- FEB. 24	MARCH. 24	APRIL. 24	MAY- JUNE. 24	JULY- AUG. 24	SEPT. 24	OCT- DEC. 24
Selection/contracting evaluation team							
Approach paper			X				
Stakeholder interviews/ Focus groups							
Documentation review & portfolio analysis							
Country case studies							X
IEU Datalab analysis							
First draft report						X	

²³ To be determined during the inception phase.



The above timeline may be subject to change to accommodate procedural and emerging issues. The team will work closely with the IEU throughout the evaluation cycle, especially in the final drafting stage, which is expected to be iterative. A detailed work plan will be prepared with the contracted team later.

Table 6 – Deliverables for Payments²⁴

NO	DELIVERABLES	EXPECTED DEADLINES OF THE DELIVERABLES	SUGGESTED PAYMENT (% OF CONTRACTUAL PRICE)
1	Inception Plan	01 March 2024	15%
2	Approach paper	30 April 2024	15%
3	Data collection conclusion	30 August 2024	15%
4	Zero draft report submitted	23 September 2024	20%
5	Final report with annexes accepted by the IEU	15 November 2024	30%
6	Communication products and country case studies	31 December 2024	5%

²⁴ Payment for mission expenses will be made at the end of all missions.



Annex 2

A. Requirements for Firms' Proposals - Technical Proposal

The Technical Proposal will be submitted in a separate file and will 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 Bidder 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 will be disqualified.



TECH Forms

Form TECH-1:

Technical 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 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: _____



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 and time zone 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: _____



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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 – Bidder 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.



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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

N°	Name of Staff	Staff input (in the form of a bar chart) ²							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.



Annex 2

B. Requirements for Firms' Proposals - Financial Proposal

Financial Proposal

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

The Financial Proposal shall include the taxes where applicable²⁵, 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 will contact the Bidders that pass the qualifying technical score for the password to open the Financial Proposal. Bidders 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.

²⁵ (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 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 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 Remuneration and Other costs related to the assignment in line with Table 2 below.
Travel Costs shall not be included.

(2) Breakdown of Fees and Expenses per Cost Component

Description	A. Unit of measure	B. Total Period of Contract (in working days)	C. Daily Staff Rate (in USD)	Total Cost for the Period (B x C) (in USD)
<i>I. Remuneration Costs</i>				
Team Leader (Senior Consultant)	Work day			
Expert or Consultant	Work day			
Associate Expert or Consultant	Work day			
Other staff (if any)	Work day			
Sub-Total =				
<i>II. Other Costs related to the Assignment (to list below)</i>				
Sub-Total =				
TOTAL (Total Cost of Financial Proposal)				USD

(3) Breakdown of Fees and Expenses per Components below:

Travel Costs ²⁶	Unit of measure	Quantity		Total Cost
Air Tickets	Tickets			
Per Diem	Days			
Others (if any)				
TOTAL				USD

²⁶ The Firm shall provide estimate the travel and mission costs based on the proposed methodological approach. The actual mission and 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. The mission costs shall include the cost of any translators and local consultants hired by the Firm for this assignment. Please also note that the travel costs are not subject to the financial proposal assessment. The financial score will be given based on the proposed amount excluding the travel and mission costs.



Reimbursable Costs (Travel, accommodation, subsistence allowance, etc....)

All additional costs in addition to the quoted consultant daily fees as well as any anticipated cost overruns will have to be discussed with and approved in writing by GCF before incurring the expense.

a) Meals and accommodation for travels approved by GCF

The Firm may choose to either claim from GCF the costs of meals and accommodation reimbursed based on the presentation of the actual receipts documenting those costs or get them reimbursed as GCF Daily Subsistence Allowance (DSA) rates prevailing for the locations to which the travel took place.

If based on the actual receipts, the total reimbursable amount must not exceed the calculated total GCF DSA amount for the given location and duration of the travel.

b) Travel costs, including terminal costs, will be reimbursed based on the actual airfares on economy class, tickets, and receipts.

a) All other additional and approved by GCF costs will be reimbursed based on the presented relevant receipts.

b) Travel Costs will be paid after the conclusion of all the missions required for the assignment and upon submission of an invoice from the Firm.

(4) 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		
N			
	TOTAL (Total Cost of Financial Proposal – Excluding Travel Cost)	100%	USD



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

(Information provided in this form will 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 2023/044

A. Evaluation and Comparison of Proposals

The proposals will 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 will follow and will be completed prior to any financial proposal being opened and evaluated. The financial proposal will 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 will 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 Bidder 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 evaluations of similar complexity and scope using mixed methods, particularly with the use of quantitative and qualitative methods.
- (2) A brief description of the experience and expertise of the company/Firm with corporate evaluations in a multilateral setting beyond project evaluation.
- (3) Description of the experience and expertise of the Firm in assessments/evaluations in the context of Indigenous Peoples, with a focus on climate finance, institutional policy/strategy, development assistance, etc.
- (4) Demonstration of the Firm's deep understanding of the GCF, mandate/business model, and technical requirements.

C. Evaluation of Technical Proposal

The assessment of the team will be based on the assessment criteria listed below.

SN	ASSESSMENT CRITERIA	SUB-SCORE	SCORE
1.	Technical Experience and Expertise of the Firm		40
1.1	Expertise and experience of the company/Firm in undertaking evaluations of similar complexity and scope, using mixed methods, particularly with the use of quantitative and qualitative methods. It shall be noted that evidence of training with the use of qualitative data and methods will be an advantage.	15	



SN	ASSESSMENT CRITERIA	SUB-SCORE	SCORE
	The Firm shall have a minimum of 5 years' experience in conducting similar services. More points will be given if the Firm has more than 5 years of experience.		
1.2	Experience and expertise of the company/Firm with corporate evaluations in a multilateral setting beyond project evaluation. (minimum 5 years)	15	
1.3	Experience and expertise of the Firm in assessments/evaluations in the context of Indigenous Peoples, with a focus on climate finance, institutional policy/strategy, development assistance, etc. (minimum 3 years)	8	
1.4	Organization's commitment to sustainability - demonstrates its commitment to embed sustainability into its own operations (defined by social, environmental, and economic considerations).	2	
2.	Methodology and Workplan		30
2.1	The scope, magnitude, urgency, and challenges of the overall task are fully and well understood, properly addressed, correspond closely to the present TOR, and are demonstrated through the development of a draft evaluation matrix, an overall sound theoretical approach, a technically sound proposal to undertake the assignment. Suggestions for meeting the timeline and expectations of the evaluation are welcome.	10	
2.2	The technical proposal, tools, and work plan are well defined, relevant, and correspond to the assignment of this TOR and the challenges of climate finance and the Indigenous Peoples, including the essential need to perform the task and deliver within short and intensive deadlines.	10	
2.3	The proposed level of effort is cost-effective and corresponds to the evaluation needs by allocating resources that are both suitable and proportionate to the evaluation's scale and relevance.	10	
3.	Personnel/Proposed Project Team		30
3.1	Team leader: Strong, proven team leader's capacity to lead and organize the process under tight time constraints, manage teams and assessments/evaluations, with emphasis on complex corporate, portfolio, and performance evaluations directly, energetically, and creatively. Demonstrated excellent communication skills, ability to work with tight deadlines, and history of timely delivery of use-worthy, added value, policy/strategic documents. One Team Leader shall have least fifteen (15) years of solid experience in providing strategic advice, implementing, and conducting evaluations or reviews on programmes and projects on Indigenous Peoples, preferably within the climate change and climate finance areas; Demonstrated ability to work with tight deadlines, and history of timely delivery of use-worthy, added value, strategic documents and evaluations. The proposals may elaborate on how the team leader has undertaken evaluations in tight timelines in the past.	15	



SN	ASSESSMENT CRITERIA	SUB-SCORE	SCORE
3.2	<p>The proposed team is appropriately composed, including the expertise and experience of the key team members, and the structure of the team, as reflected in gender balance, ability to work across languages, and utilize and tap into networks in various parts of the world.</p> <p>Other team members: Extensive evaluation experience and capacity (including experience with Indigenous Peoples and/or IEFs), time availability, and willingness of all proposed team members to work on the current assignment, excellent communication skills, strong qualitative and quantitative skills. The technical proposal need to demonstrate that the evaluation team members have ample time available and are committed to this project, without conflicting priorities. Additionally, the team should possess strong qualitative and quantitative analytical skills with similar projects.</p> <p>Evaluation Specialist shall have expertise in IEFs and related practices, as well as a track record of conducting global and regional Indigenous Peoples evaluations. The member may ideally be a member of an Indigenous Peoples community and possess expertise in IP-related issues and challenges in development interventions and climate finance.</p> <p>Data Analyst shall have experience in collecting data, designing interviews, and providing data analysis in the context of evaluations, most desirably within the climate change and climate finance areas.</p> <p>Team members shall have demonstrated ability to work with tight deadlines, and history of timely delivery of use-worthy, added value, strategic documents and evaluations. The proposals may elaborate on how the personnel have undertaken evaluations in tight timelines in the past.</p>	15	
	TOTAL		100

Technical proposals that score at least 75 points out of 100 will be considered as qualified for the review of financial proposal. Any proposal less than that will 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 bidders which have attained the minimum score in the technical evaluation will 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:

$Sf = 100 \times Fm / F$, in which "Sf" is the financial score, "Fm" 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 will be ranked according to their combined technical (St) and financial (Sf) 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: $S = St \times T\% + Sf \times P\%$.

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



F. Award of Tender/Contract

The tender award will be made to the responsive bidder 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 bidder regarding the contents of their offer. The contract award will be in effect only after acceptance by the selected Bidder 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.

1.1 Company Details - Vendor's Name

Name:

1.2 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)	



1.8 Conflict of interest

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 will be mitigated
1
2

1.9 Certification

I, the undersigned, confirm that the information provided in this annex is correct. In the event of changes, details will 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. **2023/044 for Consultancy Services for Independent Evaluation of GCF's Approach to Indigenous Peoples dated 06 December 2023** and hereby confirm that we:

INTEND DO NOT INTEND

to submit a proposal to the Secretariat of Green Climate Fund (GCF) by the deadline date of **Thursday, 25 January 2024 @ 24.00 hours Korean Time.**

INTEND DO NOT INTEND

to send one (1) authorised representative²⁷ to observe the public opening procedure on **Friday, 26 January 2023 at 11.00 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: _____

Facsimile: _____

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.**

²⁷ 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	06 December 2023
2	Last day to send completed Acknowledgement Letter of RFP receipt	Bidder	31 December 2023
3	Last date for requests for clarifications of RFP	Bidder	17 January 2024
4	Last date for GCF to reply to questions received	GCF	20 January 2024
5	Date by which proposals must be received in South Korea by GCF (Closing Date)	Bidder	25 January 2024 @ 24.00 hours KST
6	Opening & Distribution of Technical Proposals	GCF	26 January 2024 @ 11.00 hours KST

* KST: Korean Standard Time (Seoul Time)



Annex 7 - GCF Model Contract

By submitting a proposal to this RFP, the Bidders are considered to have carefully reviewed the GCF Model Contract and must agree with all its terms and conditions. **Where the Bidder 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.