

REQUEST FOR EXPRESSIONS OF INTEREST FOR CONSULTANCY SERVICES TO PROVIDE ADVICE ON CAPACITY BUILDING OF THE SECRETARIAT

COUNTRY: Republic of Korea

NAME OF ORGANISATION: Green Climate Fund

Expressions of interest No. EOI 2016/004

1. The Green Climate Fund (the “GCF”) was established in December 2010 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 GCF 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.
2. 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. 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’s headquarters (the Secretariat) are located in Songdo, Incheon City, Republic of Korea.
3. The Secretariat has decided to undertake an assessment of its capacity, current staffing and structure to manage its workload. To achieve this, the Secretariat is seeking to engage a firm with relevant experience and proven record on capacity building and organizational structure, assessment of workloads and determine capacity needs.
4. The objective of this assignment is to strengthening the capacity of the GCF Secretariat to meet its mandate effectively and efficiently in accordance the Fund’s Governing Instrument and its Strategic Plan. More specifically, the assignment is expected to provide options for establishing a coherent organizational structure and workflow at the institutional level, in project preparation and development support, technical assessment of funding proposals, robust risk assessment, monitoring and evaluation and portfolio management) Definition of effective and efficient processes, and procedures required to operate in accordance to the existing and incremental workload of the Fund.
5. The GCF now invites eligible consultancy firms (“consultants”) to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (profiles, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, managerial and technical capability etc.). Consultants may associate to enhance their qualifications.

6. A consultant will be selected in accordance with the procedures set out in GCF Administrative Procurement Guidelines. Information regarding these guidelines can be found at http://www.gcfund.org/fileadmin/00_customer/documents/MOB201410-8th/GCF_B.08_31_GCF_Procurement_Guidelines_fin_20141005.pdf¹

Interested consultants may obtain further information at the address below during office hours (09:00 to 17:00).

Expressions of interest must be delivered to the address below by 8th of November, 2016.

Green Climate Fund
11th Floor, G-Tower, 175, Art Center-daero
Yeonsu-gu, Incheon 406-840
Republic of Korea

Attention: Procurement Specialist
E-mail: procurement@gcfund.org
Web site: www.greenclimate.fund

¹ Annex II “Corporate Procurement Guidelines on the Use of Consultants”