



Request For Quotation (RFQ) for an Independant Security System

Ref NO. GCF RFQ 2016/002

Date: 11 April 2016

GCF is accepting quotations from firms for the procurement of an Independent Security System as per attached specifications and scope. All interested parties must complete and return Annex B along with the quotation to the following:

Reference RFQ 2016/002

Green Climate Fund
Attn: Procurement Specialist
175, Art Center-daero, Yeonsu-gu, Incheon 22004
REPUBLIC OF KOREA

E-mail: procurement@gcfund.org



1 RFQ Details

- 1.1. The purpose of this RFQ is to select a suitable vendor to provide and install an independent security system at the offices of the Green Climate Fund in accordance with the Terms of Reference (TOR) attached (Annex A).

2 Currency

- 2.1. All prices shall be quoted in US Dollars (USD) or Korean Won (KRW).

3 Site Visit

- 3.1. To ensure the best suited quotations, vendors will be allowed a site visit by appointment. To set up an appointment, vendors shall email procurement@gcfund.org 24 hours in advance. The final date for a site visit shall be 21 April 2016.

4 Award Criteria

- 4.1. GCF shall award the Contract to the Bidder whose bid has been determined to be lowest priced and technically compliant quotation based on the Compliance Evaluation (Annex C).

5 Signing of the Contract

- 5.1. GCF shall send the successful Bidder(s) an engagement letter, which constitutes the Notification of Award. The successful Bidder shall sign and date the engagement letter, and return it to GCF within 5 days of the receipt.

6 Quotations Due

- 6.1. Bidders are responsible for the timely return of their quotation. All quotations must be sealed and received by the deadline of **25 April 2016** and sent to address below:

Green Climate Fund
Attn: Procurement Specialist
175, Art Center-daero, Yeonsu-gu, Incheon 22004
REPUBLIC OF KOREA

- 6.2. Quotations submitted shall be binding and valid for a period of sixty (60) days from the due date stated herein. Any prices accepted during this period will be considered firm/fixed for the resulting services.

7 Clarifications

- 7.1. Firms with questions or requests for clarification are encouraged to send questions by e-mail to the address below promptly to allow time for the provision of a written response.

E-mail: procurement@gcfund.org

8 Quotation Form (Annex B)

- 8.1. The attached Quotation Form must be completed and signed. Firms shall return the completed and signed Quotation Form with their quotation.



Annex A (TOR for an Independent Security System)

1 Introduction

- 1.1. 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.
- 1.2. 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 are located in Songdo, Incheon City, Republic of Korea.

2. Objective of the assignment

- 2.1. The objective of this procurement is to contract for an independent security service for the GCF Head Quarters.

3. Scope and focus of the assignment

- 3.1. The security services provider will be providing services in the GCF Headquarters from the 9th to 15th floors with a possibility of expansion.
- 3.2. Services will include:
 - a) Secure system to store surveillance data (with hacking prevention measures);
 - b) Insurance coverage of potential trespassing damages;
 - c) Emergency response measures (in case of blackouts, fire, trespassing, etc);
 - d) Installation of equipment (within 14 days);
 - e) Maintenance and manpower for surveillance; and
 - f) Official communications in English.
- 3.3. Equipment required:
 - a) Access Control Devices (46);
 - b) Cameras (27);
 - c) IR Detectors (127 with a 10-20 meter radius);
 - d) PC and monitor for system; and
 - e) Finger scanning system.
- 3.4. Detailed specifications of setting up the equipment detailed in Annex D.

4. Duration

- 4.1. This service is requested for one (1) year with the possibility of extension.



Annex B (RFQ - Quotation Form)

The Quotation Form must be completed, signed and returned to GCF. Quotations must be made in accordance with the instructions contained in this request.

The undersigned, having read the terms and conditions of Quotation No. GCF/RFQ/2016/002 set out in the attached document, hereby offers to provide the service and related goods specified in the RFQ at the price or prices quoted, in accordance with any specifications stated, and subject to the terms and conditions set out or specified in the bid document.

I, _____ (Name of Signing Official) _____, certify that I am _____ (Position) _____ of _____ (Legal Name of Company) _____; that by signing this RFQ bid for and on behalf of _____ (Legal Name of Company) _____ I am certifying that all information contained herein is accurate and truthful and that the signing of this bid is within the scope of my powers.

(Signature) (Name) (Title)

(Date)

Provide the name and contact information for the primary contact from your company for this quotation:

Name: _____ Title: _____

Mailing Address (Street/City/Province/Country): _____

Tel. No: _____ Fax No: _____

E-mail Address: _____

Offer valid until: _____ (Date) _____ (Must be at least thirty (60) days)

Currency of offer: (State Currency) Separate as Monthly Fee and Installation Cost
Payment terms 30 days - after presentation of the bill - accepted:



Annex C (Compliance Evaluation Criteria)

A evaluation committee will be established to evaluate each proposal.

	Criteria	Compliant (Yes/No)
1	Secure system to store surveillance data with hacking prevention measures	
2	Insurance coverage of potential trespassing damages	
3	Emergency response measures (in case of blackouts, fire, trespassing, etc)	
4	Installation of equipment within 14 days	
5	Equipment and Manpower (provides certifications from the government authorities)	
6	Experience with similar international organizations	
7	English communication capability	
8	Proposed equipment in accordance with requirements	



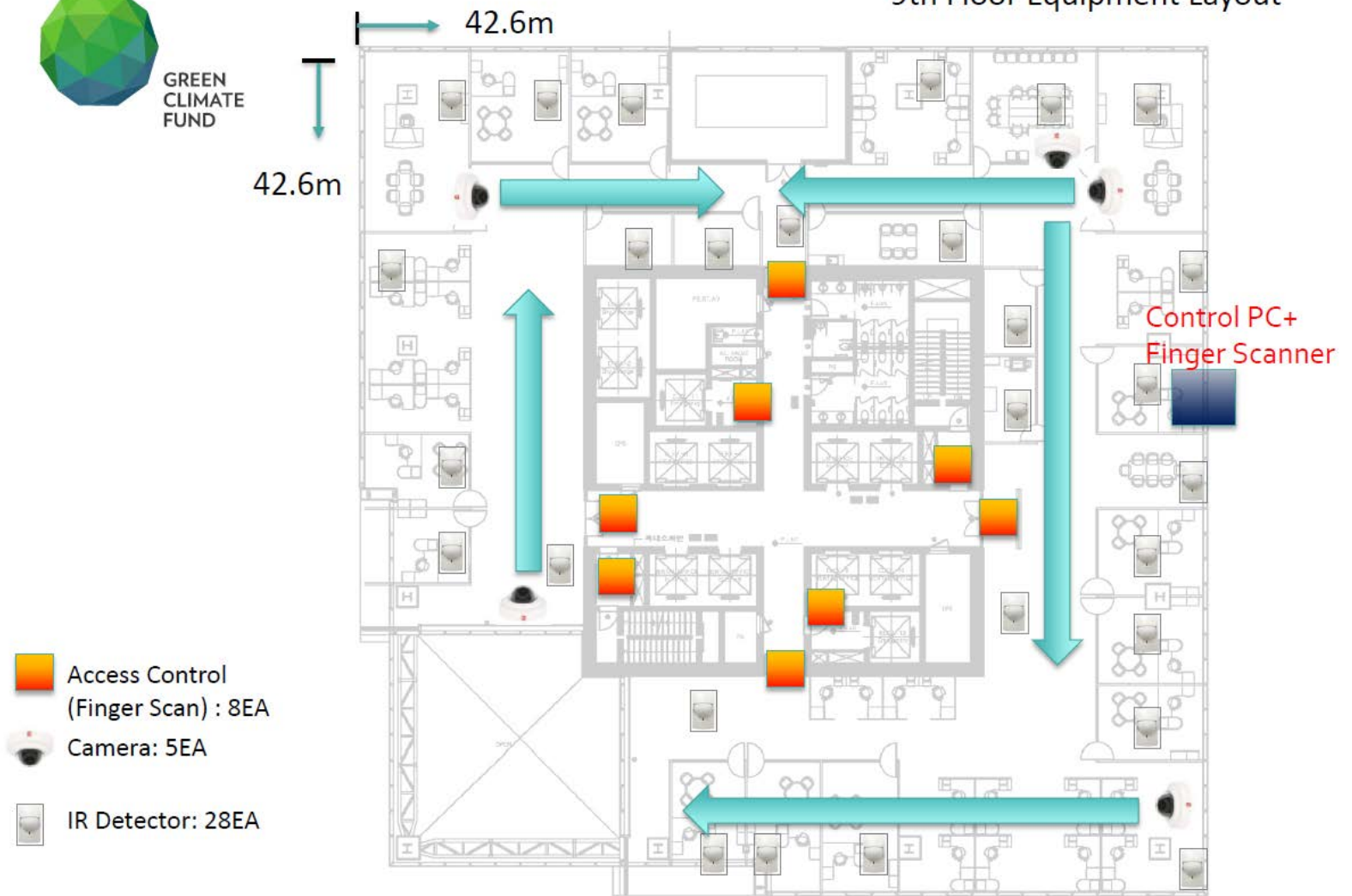
GREEN CLIMATE FUND

Annex D



GREEN CLIMATE FUND

9th Floor Equipment Layout





GREEN
CLIMATE
FUND



GREEN
CLIMATE
FUND

10th Floor Equipment Layout



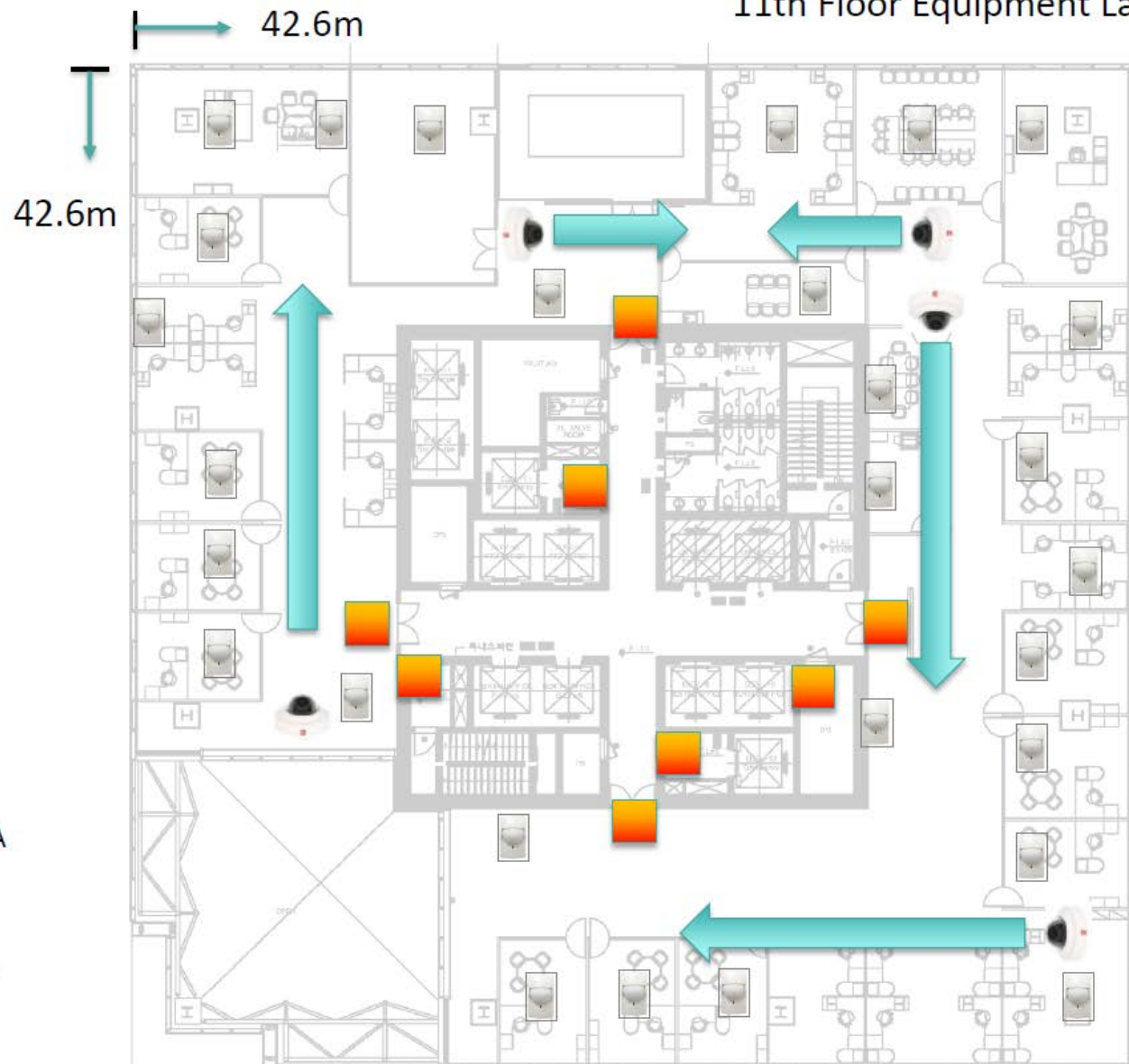


GREEN
CLIMATE
FUND



GREEN
CLIMATE
FUND

11th Floor Equipment Layout





GREEN
CLIMATE
FUND



GREEN
CLIMATE
FUND

12th Floor Equipment Layout



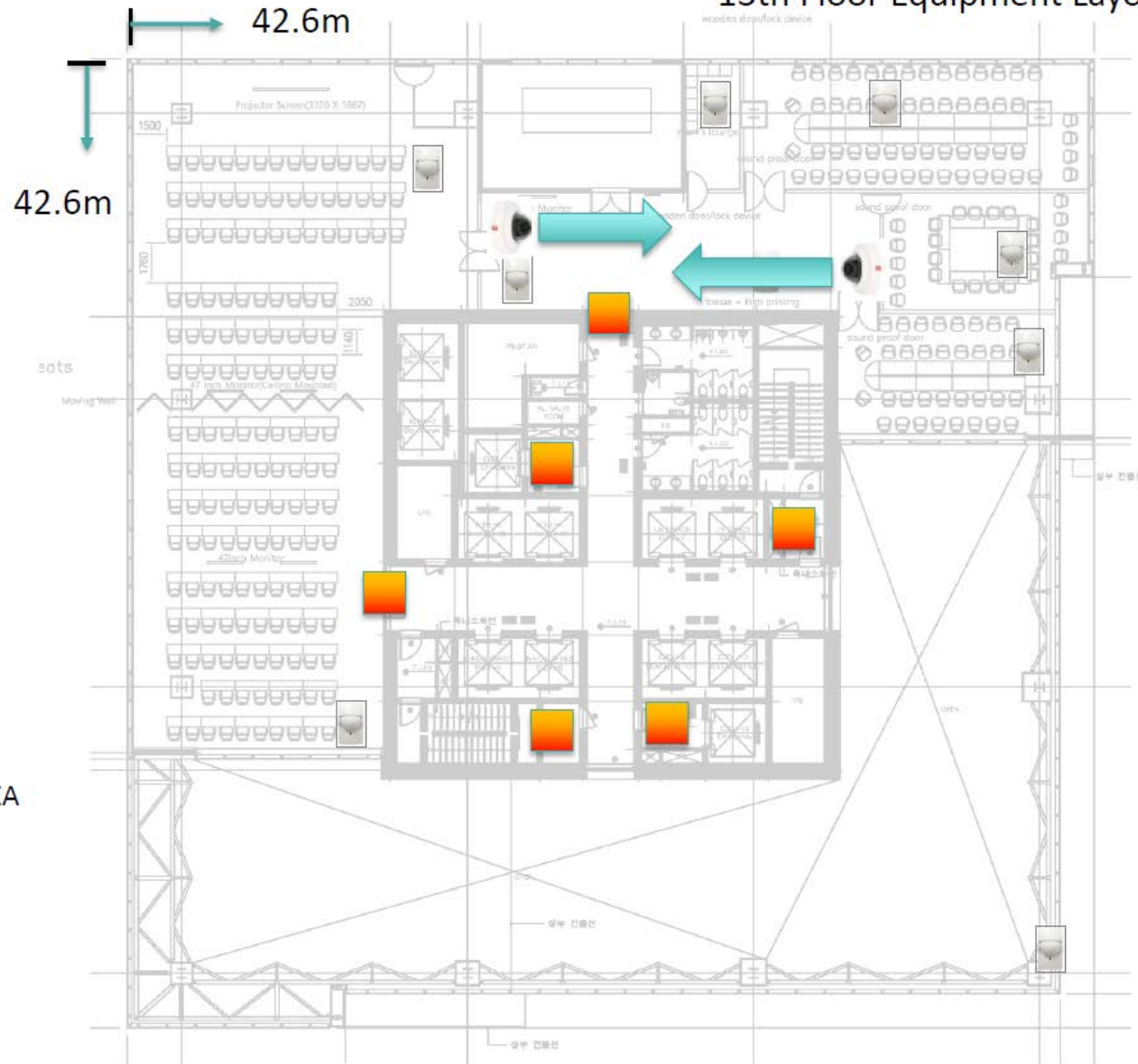


GREEN
CLIMATE
FUND



GREEN
CLIMATE
FUND

13th Floor Equipment Layout





GREEN
CLIMATE
FUND



GREEN
CLIMATE
FUND

15th Floor Equipment Layout

