

**ADDENDUM NO. 1**

**Invitation to Bid for Provision of Branded Products and Materials Printing/Manufacturing (Long Term Agreement for 2 years)**

The Invitation to Bid (ITB) is modified as set forth in this Addendum. The original ITB Documents remain in full force and effect, except as modified by this Addendum, which is hereby made part of the ITB. Respondents shall take this Addendum into consideration when preparing and submitting their Bid.

**I. Submission deadline.**

The submission deadline for the ITB has been extended to **Friday 29 March 2019; 17:00 Hrs Korean Time**

**II. Amendment to Annex X: Timeline**

Annex X is hereby amended as follows:

**Annex X**

**Timeline**

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

	<b>Event</b>	<b>Responsible Party</b>	<b>Date (and time, KST*)</b>
1	Issuance of ITB	GCF	15 February 2019
2	Last day to send completed Acknowledgement Letter of ITB receipt	Tenderer	25 March 17:00 Hrs Korean time
3	Last date for requests for clarification of the ITB	Tenderer	22 March 2019 17:00 Hrs Korean time
4	Last date to reply to questions received/ Last date for amendment	GCF	25 March 2019
5	Date by which bid must be received in Korea by GCF	Tenderer	<b>29 March 2019; 17:00 Hrs Korean Time</b>
6	Date of opening of Technical Bids	GCF	29 March 2019; 17:30 Hrs Korean Time
7	Notice of successful provider	GCF	TBA
8	Contract signing	GCF/Tenderer	TBA
9	Work start	Tenderer	TBA



**Annex IX.  
Acknowledgment Letter**

Dear Sir/Madam,

We, the undersigned, acknowledge receipt of your Invitation to Bid (ITB) No. ITB/2019/G/004 dated 15 February 2019, and hereby confirm that we:

INTEND                       DO NOT INTEND

to submit a bid to the secretariat of the Green Climate Fund (GCF) by the deadline date of 29 March 2019, and that we:

INTEND                       DO NOT INTEND

to send one (1) authorized representative to observe the public opening procedure on 29 March 2019, 17:30 Hrs Korean Time.

We acknowledge that this ITB is confidential and proprietary to the secretariat, and contains privileged information. Upon request, we will return this ITB or any part thereof, and all copies thereof, to the secretariat.

Name of Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Name and Address of Vendor: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

If you do not intend to submit a Bid to the secretariat, please indicate the reason:

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

We cannot meet the requirements for this ITB.

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](mailto:procurement@gcfund.org)

**NOTE: Due to current security arrangements, your authorized representative must present a completed copy of this letter in order to observe the public opening procedure.**