

6th September, 2018

Reference: GCF/RFI/2018/C/003

ADDENDUM NO. 2

Request for Information (RFI): Knowledge Management System – Green Climate Fund

The captioned Request for Information (RFI) is modified as set forth in this Addendum. The original RFI Document remain in full force and effect, except as modified by the all Addenda, which are hereby made part of the RFI. Respondents shall take the Addenda into consideration when preparing and responding to the RFI.

I. Responses to Requests for Clarifications

No	Clarification requested	Response
1	Would the KMS be accessible globally or to a select few countries?	GCF's KMS will need to ensure knowledge capture and sharing globally, with a particular focus on developing countries.
2	Does GCF have any plan to roll out some parts/ restricted access of the KMS to the public? Is yes, what parts of it ?	Yes, the intention is that GCF positions itself as a knowledge producer and generator, therefore it will grant different access to its key internal stakeholders and wider audience.
3	Does GCF have any methods of tracking and analytics by stakeholder usage currently? Who are the most frequent users and on what topics?	GCF has tools to track the traffic to its platforms.
4	What is the timeline by which GCF is looking to have the KMS go live? Any hard stops/ deadlines to be aware of?	GCF seeks to solicit information about phasing approach, including their duration and sequencing. The model GCF may pursue will be decided at a later stage, should an RFP be issued.
5	Does GCF plan to have the KMS as an interactive portal? With two way communication such as live chat et al?	KMS is an overarching system that encompasses the KM strategy, action plan, various plans, portals and tools. Some tools can be interactive.
6	Is GCF looking at deploy techniques like Gamification, social etc. to increase its adoption among users?	There are no definite plans about gamification but we consider that as an option.
7	Any plans to include KMS related parameters into the performance appraisal systems?	As part of the HR related recommendations, GCF welcomes inputs on this matter from the potential bidders.
8	Will the KMS be introduced in multiple languages across different countries? Or just English?	Again, KMS is a combination of multiple documents and tools. Components of KMS can/should be delivered in various UN languages.
9	Which country would the contracting be done from? Would it possible for the contracting to be done from a country other than South Korea? (We do not have a legal contracting entity in the country.)	The contract will be offered from South Korea. However, the bidder's country presence in South Korea will not be a condition to the contract.
10	In this RFI response due on 17th Sep, does GCF expect for us to share an approximate pricing for the engagement?	We will be interested in knowing whether your company can offer a discount in the case of bundled lots.

11	We are planning to submit approach including broad timelines for each phase, and broad activities with deliverables. Will that suffice for the purpose of the RFI response?	We will appreciate a response that provides feedback to each question provided.
12	What is the preferred format of submission – word document or power-point slides?	No strong preference but word document should suffice.

Please kindly note that the deadline for submitting Vendor Response Form will stay as 17 September 2018 17:00 Hrs Korean Standard Time.

Kind regards

Green Climate Fund