



**GREEN
CLIMATE
FUND**

1 June 2016

Reference: GCF/RFP/2016/008

CLARIFICATION NO. 2

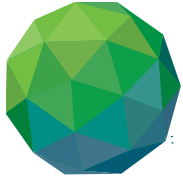
**REQUEST FOR PROPOSAL - PORTFOLIO MANAGEMENT SOLUTION FOR THE GREEN CLIMATE
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The GCF is hereby communicating to all potential Proposers answers to the requests for clarifications received.

| Clarification requested | GCF Response |
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| We note that hard copy responses are due on the 8th June. As we are based in XXXXX it would really help us if we could submit an electronic response for the closing date and post a hard copy via courier as well? Delivery can't be 100% reliable in such a short time frame so we would like to cover ourselves for this instance. Please confirm if this is acceptable. | The deadline has been extended to 20 June 2016. Please send a hard copy only. |
| Reference Integration: Can you confirm which ERP system will be deployed? | We have no ERP. This was just to check if system could be integrated and if you have done so previously. No Integration would be required in the project. |
| Reference Loans – we have assumed that we will not be responsible for managing the repayment schedule as part of this solution. Please confirm. | Same as per a Grant, the system would need to handle repayment schedule (entered manually as single payment with negative amounts). There is nothing specific to the Loan Financial. It's more to handle repayment same as disbursement. |
| Estimated Budget: If GCF has an estimated or targeted budget for implementation of Portfolio Management system, what is it? In detail, could it be broken down by the items as under? -Initial License Cost -Customization, Extension and/or Enhancement -Annual Maintenance Cost -Consulting and/or support on change management -Consulting on business processes and best practices | We cannot disclose Financial information about budgets at this stage. |
| Target project schedule 1. Desired start date 2. Desired system cut-over date | 1. Desired Start Date would be second Week of July 2016 (Contract Signature). 2. Desired GO Live Phase 1 (TBD) last week of September 2016. |

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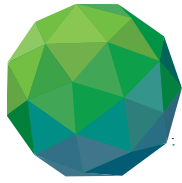
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| <p>Interface and integration with other application systems in GCF What are those application systems that should be considered for immediate or expected integration or interface in terms of data, processes and technical infrastructure? As well, what capabilities should be sought for? Those application systems that can be thought of in this regard may, in our understanding, include the following areas:</p> <p>With financial / fund management system With accreditation management system With readiness project management system With BI system With document management system With enterprise content management system With e-mailing system With enterprise portal system</p> | <p>No Integration is required at this stage. System shall be configurable to send emails, save documents and archive them and whatever requirements in the RFP.</p> |
| <p>Project Management Workflow and Document Management</p> <ol style="list-style-type: none"> 1. Should the system fully implement work flow management on projects from their inception through completion up to evaluation? (Project CN, Project Proposal, Project Review, Project Approval, Project Funding Agreement, Fund Disbursement, Project Status Monitoring, Project Fund Pay-back management, Post-Project Evaluation and so on) 2. Should the system fully support interactive processes between GCF and external entities through the whole life-cycle as above? 3. Should the system fully manage all documents and files related in one single document repository with full security management? 4. Should the system fully manage all correspondences between GCF and external entities in one integrated management process? | <ol style="list-style-type: none"> 1. Yes. This is a requirement for a Portfolio Management System as described in the RFP. 2. Yes. The system need to have full intake/portal capabilities for AE's and NDA, external reviewers, Board members, ... etc 3. Yes. As specified the system need to handle all attachments and annexes required for an application, assessment forms, meeting minutes, board decisions, monitoring and evaluation reporting's. Etc... 4. Yes. All correspondences (Emails, Documents, Notes and Comments, etc ...) shall be initiated and available in the system. |
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| <p>Reporting and BI Functionality</p> <ol style="list-style-type: none"> 1. Will a data mart or BI-driven data structure be desirable for developing and managing BI reports on portfolio management? 2. Will it be acceptable if the solution to be proposed includes other BI packages or modules that can perform better than the reporting function the solution already has? | <ol style="list-style-type: none"> 1. No, we have no Business Intelligence requirements for the moment, hence this won't be required at this stage. 2. The solution needs to have standard reports and a possibility to query and build Custom Reports. |
| <p>Managing Interactions with External Entities</p> <p>Should workspace where external entities (accredited entities, TAP, consultants and so on) can interact with GCF be separated from the internal workspace and managed with different security management schemes?</p> <p>Or should the whole workspace for Portfolio Management system be one single frame where all relevant users, internal or external, can access and work commonly?</p> | <p>Yes, External Entities will have a different portal with a different layout and defined information, separate from internal system.</p> |
| <p>Business Requirements Management and User Participation</p> <ol style="list-style-type: none"> 1. Are all business requirements defined clearly and consolidated fully so that once the project is initiated no delay shall be caused due to uncertain business requirements or ambiguous business rules? 2. Shall representatives from the user departments be formulated into one single organizational structure to define clear business requirements, to decide on major issues on the road, and to participate rigorously in business requirement analysis, gap analysis, customization design and system testing in timely manner not to cause any delay? | <ol style="list-style-type: none"> 1. Yes, a High-level Business requirement was already documented. A more detailed one needs to be considered as part of the initial phases of the project to define Gap between "Off the Shelf Solution" and GCF detailed requirements. 2. Yes, a Project Team will be formalized from all divisions involved and stakeholders to participate in the project (Business requirements, Testing, Training, ...) |
| <p>Presentation and demonstration</p> <p>Will there be an opportunity to present and/or demonstrate our solution?</p> | <p>Yes, shortlisted vendors would be required to do a POC (detailed Demo on the solution)</p> |

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