



**GREEN
CLIMATE
FUND**

Meeting of the Board
8 – 10 March 2016
Songdo, Incheon, Republic of South Korea
Provisoinal agenda item 27

GCF/B.12/19

2 March 2016

Extension of approval period for the Administrative guidelines on procurement

Summary

This document presents a request for the Board to approve an extension of the Guidelines on Procurement to facilitate additional work to be done by the Procurement Specialist and the Office of the General Counsel (OGC).

I. Introduction

1. The Green Climate Fund (GCF) Board, at its eighth meeting, having considered document GCF/B.08/31 “Administrative guidelines on procurement”, by its decision B.08/21:
 - (a) Approved the Corporate Procurement Guidelines on the Use of Consultants and the Corporate Procurement Guidelines for Goods and Services (hereinafter referred to as the Guidelines) for a period to last until the end of 2015;
 - (b) Requested the Secretariat to seek further written comments from the Board on the Guidelines by the end of 2014;
 - (c) Requested the Secretariat to present, at the second meeting of the Board in 2015, an information note with the changes to be incorporated into the Guidelines on the basis of the comments from the Board; and
 - (d) Decided that the Board will review the Guidelines, on the basis of the information note, at its third meeting in 2015.
2. In May 2015, the Secretariat circulated to the Board document GCF/BM-2015/Inf.07 titled “Information note on the Administrative Guidelines on Procurement”. The document presented the comments of the Board received from 28 October to 31 December 2014 and the corresponding responses from the Secretariat.
3. The Guidelines were revised based on the recommendations received from members of the Board and were further updated to create a streamlined version for the Board’s approval, as contained in the Annexes II and III.
4. The Board, at its eleventh Board meeting, having reviewed document GCF/B.11/20 titled “Update to administrative guidelines on corporate procurement” by its decision B.11/07:
 - (a) *Decides to extend the period of application of the Corporate Procurement Guidelines on the Use of Consultants and the Corporate Procurement Guidelines for Goods and Services, as approved by the Board in “decision B.08/21”, to the end of the twelfth meeting (B.12);*
 - (b) *Further decides that the Board will review the guidelines at the B.12; and*
 - (c) *Authorises the Executive Director to implement the guidelines.*
5. The Secretariat is requesting the Board to postpone the review of the Guidelines. The reason for this is to facilitate additional work on the Procurement Guidelines, to be done by the Procurement Specialist and the OGC in order to ensure they are fit for purpose and meet the real needs of the GCF.
6. Consequently the Board will be requested to approve the Guidelines for an extended period to last until the new guidelines are approved.

II. Linkage with other documents

7. This document should be considered in conjunction with document GCF/BM-2015/Inf.07.

III. Possible/recommended action by the Board

8. It is recommended that the Board decides to extend the period of application of the Guidelines until the Board approves the revised Guidelines.

Annex: Draft decision of the Board

The Board, having reviewed document GCF/B12/19 titled “Extension of Approval Period for the Administrative Guidelines on Procurement”:

- (a) Decides to approve the continued application of the Corporate Procurement Guidelines on the Use of Consultants and the Corporate Procurement Guidelines for Goods and Services, until the Board shall have approved the revised guidelines; and
- (b) Authorises the Executive Director to implement the guidelines.
