



## **RE-ISSUE**

### **Letter of Invitation RFP No. RFP/2018/C/017**

#### **Consultancy services for Support to the Simplified Approved Process (SAP) Pilot Scheme Communication**

Songdo, Incheon City, Republic of Korea.  
16<sup>th</sup> July, 2018

1. The Green Climate Fund (hereinafter called “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.

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 (the Secretariat) are located in Songdo, Incheon City, Republic of Korea.

2. The GCF is hereby inviting qualified tenderers to submit proposals for Provision of Consultancy services for Support to the Simplified Approved Process (SAP) Pilot Scheme Communication.
3. More details on the requirements are provided in the attached RFP which can also be downloaded from the GCF website:  
<http://www.greenclimate.fund/who-we-are/procurement>
4. The firm will be selected based on Best Value for Money (BVM) and procedures described in the RFP, in accordance with the GCF Administrative Procurement Guidelines<sup>1</sup>:

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<sup>1</sup> Annex II “Corporate Procurement Guidelines on the Use of Consultants”

[http://www.greenclimate.fund/documents/20182/574763/GCF\\_policy\\_-\\_Administrative\\_Guidelines\\_on\\_Procurement.pdf/b767d68e-f8b7-46d1-a18c-b6541f3dc010](http://www.greenclimate.fund/documents/20182/574763/GCF_policy_-_Administrative_Guidelines_on_Procurement.pdf/b767d68e-f8b7-46d1-a18c-b6541f3dc010)

5. The RFP includes the following documents:

Appendix 1	Terms of Reference
Appendix 2	Requirement for Firm's Proposals
Appendix 3	Evaluation Criteria
Appendix 4	Company Profile Form
Appendix 5	Acknowledgement Letter
Appendix 6	Timeline
Appendix 7	Model Contract

5. Please inform us in writing at the following address, upon review of this invitation whether you will submit a proposal:

Green Climate Fund  
11<sup>th</sup> Floor, G-Tower, 175, Art Center-daero  
Yeonsu-gu, Incheon 406-840  
Republic of Korea

Attention: Procurement Specialist ([procurement@gcfund.org](mailto:procurement@gcfund.org))

The closing date for receipt of proposals is 30<sup>th</sup> July, 2018 at 17.00 hrs Korea Standard Time.

Yours sincerely,

Green Climate Fund