

7, January 2020

**Reference: RFP 2020/028 – Procurement of Readiness Grant Management Services**

**ADDENDUM NO. 3**

This Addendum is issued to complement and will constitute integral part of the Request for Proposals. The original Request for Proposals Document will remain in full force and effect. Respondents shall take this Addendum into consideration when preparing and submitting their proposal.

**I. Submission deadline.**

The submission deadline for the RFP has been extended to **Friday, 29 January 2021 at 15:00 hrs Korean Standard Time**

**II. Amendment to Paragraph 2, Sub-paragraph 2.2 of the RFP**

Paragraph 2, Sub-paragraph 2.2. of the RFP is hereby amended and replaced with the following:

“2.2 Proposals must be submitted to the GCF no later than **29 January 2021 at 15:00hrs** Korean Standard Time.”

**III. Amendment to Annex 6: Timeline**

Annex 6 -Timeline of the RFP is hereby amended and replaced with the following:

**“Annex 6**

**Timeline**

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

	<b>Event</b>	<b>Responsible Party</b>	<b>Date (and time, KST*)</b>
1	Issuance of RFP	GCF	11 December, 2020
2	Last day to send completed Acknowledgement Letter of RFP receipt	Tenderer	29 January, 2021
3	Last date for requests for clarification of the RFP	Tenderer	14 January, 2021
4	Last date to reply to questions received/ Last date for amendment	GCF	21 January, 2021
5	Date by which proposal must be received in Korea by GCF	Tenderer	29 January 2021 at 15:00hrs Korean Standard Time
6	Date of opening of Technical Proposals	GCF	29 January 2021 at 16:00 Hrs Korean Time

\* KST: Korean Standard Time (Seoul Time)”

**IV. Amendment to Annex 5: Acknowledgment Letter**

Annex 5 – Acknowledgement Letter of the RFP is hereby amended and replaced with the following:

**“Annex 5**

**Acknowledgment Letter**

To whom it may concern,

We, the undersigned, acknowledge receipt of your Request for Proposal (RFP) No. RFP 2020/028 dated 11 December 2020, and hereby confirm that we:

INTEND                       DO NOT INTEND

to submit a proposal to the secretariat of the Green Climate Fund (GCF) by the deadline date of 29 January 2021 at 15:00hrs Korean Standard Time, and that we:

INTEND                       DO NOT INTEND

to send one (1) authorized representative to observe the public opening procedure on 29 January 2021 at 16:00hrs Korean Standard Time (Note: attendance to the public opening procedure is optional.)

We acknowledge that this RFP is confidential and proprietary to the GCF, and contains privileged information.

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

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

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

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

\_\_\_\_\_  
\_\_\_\_\_

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

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

If you do not intend to submit a proposal to the GCF, please indicate the reason:

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

We cannot meet the requirements for this RFP.

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. “**

Kind regards

Green Climate Fund