

20 June 2022

Reference: RFP 2022/010 - Consultancy services for Provision of Manager Development Program

ADDENDUM NO. 1

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. Responses to Requests for Clarifications

No	Clarification requested	Response
1.	Under team qualifications, the RFP specifies certification for both the team lead and team members. We would like to know (a) if there are any specific certifications that GCF seeks or prefers; and (b) whether it is essential that every member of the team has such certification or whether equivalent years of experience or a solid education background in management and business development could suffice.	HR Certifications e.g. CIPD SHRM, HRCI, ATD or any other relevant certifications.
2.	Re the cadre of middle level managers - is it possible to get further information on: (a) who manages them (i.e. what is the tier above them); (b) who they manage (team composition and roles); and (c) the extent to which their relationships with external partners need to be considered; (d) where they are geographically located.	(a) Middle level managers are managed by Directors and Heads of Units. Team composition is done at Director/ Head level, sometime with inputs from middle managers (b) There is no standard hierarchy under them, some manage other technical specialists, officers, analysts and assistants. They also manage consultants hired for specific services. A few have no direct reporting relationships with juniors but need to work with junior officers within a matrix work arrangement. (c) The relationship with external partners may entail working with GCF Accredited Entities, Executing Entities, National Designated Authorities, Delivery Partners, Governments, external contractors and consultants, other organizations similar to GCF, groupings and coalitions (d) Middle level managers are located in Songdo, South Korea
3.	Re the timeline - can we assume that year one (i.e. 2022) essentially means from around Jul/Aug 2022 through to Jun/Jul 2023?	It is envisaged that contract with the successful bidder can be signed sometime in July/August 2022. GCF financial year ends in December, However, contract year one will be determined from specific start date in Jul/Aug 2022 to end date in Jul/Aug 2023. As per RFP, maximum number of managers to be trained in 2022 is fixed up to 80.
4.	We are interested in delivering additional package of learning opportunities. Would this be of interest to GCF or is it out of scope of this RFP?	For the purposes of financial proposal evaluation, kindly refer and provide pricing for only the prescribed/listed deliverables with applicable unit rates and calculations for training up to 80 managers in 2022. Additional

		learning opportunities can be priced separately. Please make sure to duly separate these costs and ensure that this information as well as overall Financial Proposal is password protected.
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Kind regards,

Green Climate Fund