

03 November 2022

Reference: GCF RFQ 2022/032

Addendum No. 1

Catering services for GCF retreat

This Clarification No. 1 is issued to complement and will constitute an integral part of the RFQ 2022/032 – **Catering services for GCF retreat**. The original Request for Quotation Document will remain in full force and effect. Respondents shall take this Addendum into consideration when preparing and submitting their proposal.

I. Amendment to the Submission deadline

The submission deadline for the RFQ 2022/032 **has been extended to 4 November 2022 at 19:00hrs** Korean Standard Time.



#	Deliverables	Estimated Submission Date ⁴	Type
1	<ul style="list-style-type: none">• Project start/kick-off meeting• Preliminary discussions with GCF (discovery and guidelines stage)• Build performance fact base• Interview stakeholders• Develop and validate results	2 weeks	Written inputs and call with GCF Secretariat
2	<ul style="list-style-type: none">• Submission of draft results• Preliminary answers to GCF questions• Include IC/GCF staff feedback and make necessary adjustments / additional information in the final report• Deliver preliminary draft	4 weeks	Written inputs and call with GCF Secretariat
3	<ul style="list-style-type: none">• Deliver final report and run a workshop to present to IC and GCF staff	2 weeks	Written inputs and call with GCF Secretariat

⁴ Start date is envisaged in April or May 2023



Attachment to Annex 1
Additional notes to the Terms of
Reference

The external consultant(s) shall consider the following:

I. Applicable Documents

The following documents are relevant to the review:

#	Decision /Document	Title of Document	Link
(a)	GCF/B.09/23	Decisions of the Board – Ninth Meeting of the Board, 24 – 26 March 2015 Agenda Item 11: Financial terms and conditions of the Fund’s instruments (page 4) Annex II: Financial Terms and Conditions of grants and concessional loans (page 23)	https://www.greenclimate.fund/documents/20182/24949/GCF_B.09_23 - Decisions of the Board Ninth Meeting of the Board 24 - 26 March 2015.pdf/2f71ce99-7aef-4b04-8799-15975a1f66ef
(b)	B15/05	Terms of reference for the annual review of the financial terms and conditions of the Green Climate Fund financial instruments	https://www.greenclimate.fund/documents/20182/490910/GCF_B.15_09 - terms and conditions of the Green Climate Fund financial instruments.pdf/a0d87a54-7973-46d9-a1c4-d1cd41fef61e
(c)	B.BM2019/08	Decision of the Board on the revised terms of reference for the review of the financial terms and conditions of the GCF financial instruments	https://www.greenclimate.fund/documents/20182/1519078/B.BM-2019_08 - Decision of the Board on the revised terms of reference for the review of the financ ial terms and conditions of the GCF financial instruments.pdf/afc9ee04-3946-2c95-5289-5dacbe0a2db1

(d)	-	Projects and Programmes approved by the Board	https://www.greenclimate.fund/what-we-do/projects-programmes
(e)	GCF/B.05/07	“Business Model Framework: terms and Criteria for Grants and Concessional Loans” containing “General Principles applied to the financial terms and conditions of the GCF financial instruments	https://www.greenclimate.fund/documents/20182/24949/GCF_B.09_23_-_Decisions_of_the_Board_Ninth_Meeting_of_the_Board_24_-_26_March_2015.pdf/2f71ce99-7aef-4b04-8799-15975a1f66ef
(f)	GCF/B.07/06	Investment Framework	https://www.greenclimate.fund/documents/20182/24943/GCF_B.07_06_-_Investment_Framework.pdf
(g)	GCF/B.10/06	Level of Concessional Terms for the Public Sector	https://www.greenclimate.fund/documents/20182/24952/GCF_B.10_06_-_Level_of_Concessional_Terms_for_the_Public_Sector.pdf/9578bd4f-1e71-4e9a-877c-96226f5b9b2d
(h)	GCF/B.19/12/Rev.01	Concessionality: potential approaches for further guidance	https://www.greenclimate.fund/documents/20182/953917/GCF_B.19_12_Rev.01_-_Concessionality_potential_approaches_for_further_guidance.pdf/af7dd65b-1e31-4a6b-b4f5-d53b12f450cd
(i)	GCF/B.17/12 GCF/B.18/05 GCF/B.19/19 GCF/B.20/09	Risk Management Framework	https://www.greenclimate.fund/documents/20182/751020/GCF_B.17_12_-_GCF_risk_management_framework.pdf/17c38a79-8315-4b88-b042-3c0492ff16a6 https://www.greenclimate.fund/documents/20182/820027/GCF_B.18_05_-_GCF_risk_management_framework_proposal_by_the_Risk_Management_Committee.pdf/6c1ba635-dc77-474a-9f44-c66ad2f9a7ff https://www.greenclimate.fund/documents/20182/953917/GCF_B.19_19_-_Risk_management_framework_Proposal_by_the_Risk_Management_Committee.pdf/a883a60c-ec23-4863-abf6-05c370513de2 https://www.greenclimate.fund/documents/20182/1087995/GCF_B.20_09_-_Risk_management_framework_compliance_risk_policy_Proposal_by_the_Risk_Management_Committee.pdf/e488159c-672a-abfc-9c4f-22b6cc2c268c