



# Sarona Asset Management

Request for Proposals for a Consultant to Support the Funding Proposal (FP) Development for the Sarona Climate Action Incubator (SCAI) under consideration by the Green Climate Fund (GCF)

10 April 2026

## Contact Details

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1. Background and Objective

Sarona Asset Management Inc. ("Sarona") is looking to competitively procure a lead consultant or consortium to implement the attached Terms of Reference (ToR) to implement a Green Climate Fund (GCF) Project Preparation Facility (PPF)<sup>1</sup> for the completion of a full funding proposal and presentation to the board of the GCF of the Sarona Climate Action Incubator (SCAI).

The objective of this Request for Proposal (RFP) is to identify and select an experienced firm and consultants capable of delivering specialized technical services required to develop a GCF-compliant funding proposal, including feasibility studies, environmental and social frameworks, gender analysis, stakeholder engagement, monitoring and evaluation systems, and climate impact methodologies.

This RFP is issued in accordance with Sarona’s Vendor Selection Policy, which requires a formal, competitive procurement process for contracts exceeding US\$100,000, ensuring transparency, fairness, and best value for money.

1. Scope of Services

The selected consultant will be responsible for delivering an integrated package of outputs. Bidders should propose one coordinated team structure that can cover all activities below, either directly or through named subconsultants / consortium members.

Activity	Summary of scope	Primary output
1	Annex 2: climate and market diagnostics, pipeline validation, institutional design, Theory of Change alignment, investment eligibility and climate-risk screening framework for a GP-of-GPs model.	Integrated Feasibility Study / Annex 2 package
2	Annex 6: programme-level E&S screening and categorisation, SCAI-specific ESMS package nested within Sarona’s existing ESMS, IPPF / IPP guidance, GRM interface, country E&S profiles and capacity plan.	Annex 6 package
3	Annex 8: multi-country gender assessment, costed Gender Action Plan, 2X-aligned tools, workplace-policy expectations and governance / capacity measures.	Annex 8 package
4	Annex 7: stakeholder mapping, six-country consultations, issues logs, disclosure planning and Stakeholder Engagement Plan aligned with Annex 6.	Annex 7 package
5	Annex 11: IRMF-aligned results framework, indicator dictionary, data architecture, MIS templates, QA/QC procedures and learning plan.	Annex 11 package
6	Annex 22: mitigation and adaptation methodologies, baseline / parameter library, multi-country impact model, MRV templates and SOPs.	Annex 22 package

<sup>1</sup> More information is available at <https://www.greenclimate.fund/projects/ppf>



Activity	Summary of scope	Primary output
7	Funding Proposal Development & Packaging, including initial FP draft, integrated annex set, submission packaging, editable source files and rolling post-submission support for Secretariat / CIC / iTAP / Board clarification rounds	Submission-ready FP package and responses pack

#### Additional requirements

- The assignment is expected to run over an 11-month implementation period, with an intensive drafting phase during the first three months (June to August 2026) and continuing review / revision support thereafter.
- Stakeholder consultations should be undertaken separately in each of the six countries and should include appropriate local-language, accessibility and documentation arrangements.

The detailed TOR are provided in Annex 1. The approved concept note is available for review in Annex 2.

## 2. Vendor Eligibility and Qualifications

Vendors must demonstrate:

1. Listed on the latest PPF Service site of the GCF website<sup>2</sup>
2. Proven experience with GCF and in successfully completing at least one private sector project that received GCF board approval
3. Demonstrated expertise in multi-country project preparation and blended finance in Asia and the Pacific
4. Strong familiarity with:
  - 4.1. GCF Investment Framework and templates
  - 4.2. GCF Gender Policy
  - 4.3. GCF Indigenous Peoples Policy
  - 4.4. Applicable GCF SEAH requirements
  - 4.5. [GCF Revised Environmental and Social Policy](#) (RESP)
  - 4.6. IFC Performance Standards
  - 4.7. Climate finance methodologies (mitigation/adaptation, MRV)
5. Ability to mobilize multi-disciplinary teams across target geographies
6. Access to consultants who have experience in and/or are currently working in target countries in, Indonesia, Philippines, Malaysia, Thailand, PNG, and Fiji
7. Track record delivering high-quality, audit-ready outputs under compressed timelines.

## 3. Procurement Process

This RFP follows Sarona's formal procurement requirements:

- Open, competitive process with a target of at least three qualified bidders
- Standardized information shared with all bidders
- Equal access to clarifications and Q&A
- Pre-defined evaluation criteria and scoring matrix
- Documented and auditable selection process

<sup>2</sup> <https://www.greenclimate.fund/projects/ppf/service>



Sarona reserves the right to negotiate with shortlisted bidders, to request revisions to proposals, or not to award a contract.

#### 4. Submission Requirements

Interested vendors must submit:

##### 5.1. Technical Proposal

- Understanding of the assignment and GCF PPF requirements
- Relevant experience, track record and case studies (preferably GCF/DFI-related)
- Proposed team structure and CVs
- Proposed workplan and sequencing over the 11-month implementation period
- Proposed methodology by activity / deliverable, including how the bidder will ensure integration across Annexes 2, 6, 7, 8, 11 and 22 and the main Funding Proposal.

##### 5.2. Financial Proposal

- Budget broken down by activity / deliverable and by role, including person-days and daily rates.
- Pricing assumptions and cost structure
- Travel-related costs should be excluded from the financial quotation and should not be included in the proposed daily rates or budget totals.
- Any volume discounts or framework pricing (if applicable)

##### 5.3. Compliance and Disclosures

- Conflict of interest declaration
- ESG and responsible business practices
- Legal and regulatory standing

#### 5. Evaluation Criteria

Proposals will be evaluated using a weighted scoring model consistent with Sarona’s policy, including:

Criteria	Description	Weighting
Technical Competence	Relevant expertise and quality of methodology	15%
Experience & Track Record	Prior work with GCF, DFIs, or similar	25%
Capacity & Delivery	Ability to deliver within timelines	20%
Cost / Value for Money	Total cost relative to quality	30%
ESG / Impact Alignment	Alignment with climate and development objectives	5%
Risk & Compliance	Regulatory, operational, reputational considerations	5%

Evaluation will be conducted by a minimum two-person committee, with conflicts of interest declared and managed.

#### 6. Timeline

Milestone	Date
RFP Issuance	10 April 2026
Questions Deadline	20 April 2026



Milestone	Date
Responses to Questions Shared with Bidders	22 April 2026
Proposal Submission Deadline	1 May 2026
Vendor Notification	15 May 2026 (or later, subject to GCF PPF approval)

**7. Contracting Approach**

- Selected vendor will be asked to sign a contract with Saronafund Inc to deliver on the ToR.
- Engagements will be structured through a consulting agreement in line with contract terms for service providers at Saronafund and the GCF.
- Selection for specific assignments will be based on:
  - Best fit for the task
  - Availability and performance
  - Value for money

Saronafund reserves the right to:

- Award to multiple vendors
- Not award any contract
- Negotiate with shortlisted bidders

**8. Confidentiality and Compliance**

All information provided in this RFP is confidential and must not be disclosed without prior written consent from Saronafund.

Vendors must comply with:

- Applicable anti-corruption and procurement standards
- GCF policies and safeguards
- Saronafund’s internal compliance and regulatory obligations

**9. Submission Instructions**

Proposals must be submitted electronically to:

- **Saronafund Inc.**
- Name: Mr. Waroon Chhabra
- Email: [wchhabra@saronafund.com](mailto:wchhabra@saronafund.com)
- Subject: *RFP - SCAI GCF PPF Consultant*

**10. Contact for Clarifications**

All questions must be submitted in writing to [wchhabra@saronafund.com](mailto:wchhabra@saronafund.com) no later than 11:59 PM EST on Monday, 20<sup>th</sup> of April 2026.

Responses will be shared with all bidders to ensure fairness and transparency no later than 11:59 PM EST on Wednesday, 22<sup>nd</sup> of April 2026.



Annex 1 - Terms of Reference for the PPF



Annex 2 - Final Concept Note submitted and endorsed by GCF on SCAI