

---

# GCF's Supplier Portal

## Notification to Suppliers

July 2025:

This document is a brief Introduction to the Portal, intended for Suppliers and Potential Suppliers to the Green Climate Fund.

It notes where to access the system and find guidance documents.



GREEN  
CLIMATE  
FUND

The Supplier Portal may be used by all classes of supplier, partner, consultant, or grant recipient to identify and win contracts with GCF, to review progress, and to request payment.

This document provides an introduction to the mechanics of using the Portal. Access is from the GCF website: <https://www.greenclimate.fund/about/procurement>

If you scroll down to the end of the website, you will find many resources – instructions, guidance, standard terms, and other information. In particular, the GCF Supplier Portal 101, 102, 103 documents provide guidance on the use of the Portal.

**GCF Supplier Portal: Introduction Workshop** will be held on 31<sup>st</sup> July 2025, demonstrating use of the Portal. The event will be recorded, and the video will be uploaded to the website.

***At the Exploration Stage:***

GCF Tenders (RFQ and RFP) are available either (with login) through the supplier portal, or (with no login required) from this link on our website:

[View all current tenders](#)

***For Bidding:***

The preferred route is for suppliers to submit bids (in response to an RFQ or RFP) is through the Supplier Portal. You will need an account. Please, ensure one account per organisation/legal entity, avoid duplicates. Sign up in good time. It is fast, and no approval is required: however, best to avoid doing this against a deadline!

For new suppliers:

[Register to the GCF Supplier Portal](#)

Or for existing suppliers:

[Login to the GCF Supplier Portal](#)

***For Contract Management:***

If you have a GCF Contract, you are encouraged to access it through the supplier portal: to confirm the details are correct, and to submit invoices.

To review the status of your contract, the Order Life Cycle screen is particularly recommended for a clear overview, and links to all the details.

To request payment, submitting an invoice through the portal ensures that it is directly logged into the GCF system and matched to the contract/purchase order.

Note that GCF operates a No PO => No Pay policy.