

Notice of Intent to Issue a Request for Proposals

Emissions Reporting and Carbon Accounting Partner

Issued Monday, August 17, 2026

Purpose of This Notice

The Rockefeller Foundation (the Foundation/RF/we/our/us) intends to issue a Request for Proposals (RFP) on Monday, September 21, 2026 for an emissions reporting and carbon accounting partner. This notice is issued in advance of that RFP so that interested firms can register their interest, complete a mandatory pre-bid discovery call, and plan for the proposal timeline.

This notice is not a solicitation, and no proposal or pricing is requested at this stage. It does not commit the Foundation to issue the RFP, to award a contract, or to reimburse any cost associated with responding.

Action required to participate

The Foundation will issue the RFP only to a shortlist of vendors. To be considered for that shortlist, a firm must complete both of the following steps:

- Return the Intent to Bid response form at the end of this document to procurement@rockfound.org by Friday, September 4, 2026; and
- Complete a pre-bid discovery call with the Foundation between September 8 and September 16, 2026.

Firms that do not return the response form by the deadline, or do not complete a pre-bid discovery call, will not receive the RFP and will not be eligible to submit a proposal. The Foundation will accept proposals only from vendors to whom the RFP has been directly issued. Unsolicited proposals will not be evaluated.

About The Rockefeller Foundation

Our mission, promoting the well-being of humanity throughout the world, remains unchanged since 1913. The Foundation uses grantmaking and other tools to deliver results for people, especially those often left behind, in the United States and around the world.

The Foundation is an office-based organization. We do not manufacture, and our emissions profile is driven by our real estate, our travel, and our purchasing. We operate from six locations: New York (headquarters, 420 Fifth Avenue), Washington DC, Nairobi, Bangkok, Bogotá, and Bellagio.

The Opportunity

The Foundation measures and reports its organizational greenhouse gas emissions annually, covering Scope 1 and Scope 2 activities and Scope 3 categories 1, 2, 3, 5, 6, and 7 across our six operating locations. This work has been delivered to date by an external partner. We are now running a full competitive process to determine who is best placed to support the Foundation in the next phase of this work.

The RFP will seek a partner to deliver, on an annual cycle:

- The annual Scope 1, 2, and 3 organizational carbon footprint, prepared in accordance with the GHG Protocol Corporate Standard and the Corporate Value Chain (Scope 3) Standard, supporting both market-based and location-based Scope 2 accounting.
- Leadership of the annual data collection cycle, engaging directly with the RF staff who hold the source data, with documented quality review and validation.
- Guiding international offices on reporting documentation and supporting multilingual materials, with the ability to work across Italian, Thai, Spanish, and English.
- Written interpretive analysis explaining what the numbers mean and why they moved, distinguishing real emissions change from movement caused by data quality, methodology, boundary, or restatement effects; combined with a web-based platform that provides interactive data visualization and reporting dashboards.
- Written methodology, assumptions, and decision documentation delivered to the Foundation as an owned work product.
- Standards advisory and forward guidance on GHG Protocol revisions, science-based target and ESG reporting frameworks, and evolving expectations around energy attribute certificates.
- Baseline management and restatement, reduction pathway recommendations for Scope 1 and 2, and procurement strategies informing Scope 3.1.
- A reporting environment Foundation staff can use, with year-on-year trends, location-level filtering, and data exchange with our existing tools.

The anticipated contract term is one (1) year commencing February 2027, with the option for the Foundation to renew for up to two (2) additional one-year terms at its sole discretion.

What the Foundation Expects to Look For

The following is indicative only and is shared so that firms can judge whether this opportunity is a good fit before investing time in a proposal. The RFP itself will set out the definitive requirements, which may differ from this summary.

We expect the RFP to require, at minimum:

- At least three completed organizational Scope 1, 2, and 3 footprints for distinct clients in the last three years, under the GHG Protocol Corporate Standard.
- Demonstrated experience with office-based, non-manufacturing organizations, including leased and multi-tenant space.
- At least two foundation, non-profit, or comparable mission-driven clients in the last three years.
- A named engagement team including a senior technical lead, with stated involvement levels.
- A data collection model in which the vendor engages client data owners directly.
- Written methodology and assumptions documentation delivered to the client as an owned work product.
- Demonstrated command of relevant reporting standards and their expected trajectory.

We also expect to give weight to a reporting platform that integrates with the Foundation's existing tools, experience facilitating peer learning across a community of practice, supplier engagement experience, and the capacity to transfer knowledge to a client team whose own capability is growing.

Pre-Bid Discovery Calls and Shortlisting

Between September 8 and September 16, 2026, the Foundation will hold one-hour pre-bid discovery calls with firms that have returned the Intent to Bid response form. These calls are an opportunity for firms to understand our operating context, our current approach, and what we are trying to achieve, and to ask questions before the RFP is issued. They are equally an opportunity for the Foundation to understand each firm's capabilities and fit for this scope.

Completing a discovery call is a requirement of participation. Firms that do not complete a call within this window will not be shortlisted and will not receive the RFP.

Following the calls, the Foundation will shortlist the firms to which it will issue the RFP and will notify all respondents of the outcome by Friday, September 18, 2026. Shortlisting is at the Foundation's sole discretion, and the Foundation is not obliged to shortlist any minimum or maximum number of firms. The Foundation will consider each firm's demonstrated experience against the indicative requirements set out above, and its fit for the scope as discussed on the call. The discovery call is not a scored stage of the proposal evaluation itself; proposals will be evaluated on their own merits against the criteria set out in the RFP.

To schedule your call, provide your availability on the response form below. The Foundation will confirm a time by email. Please offer genuine availability across the window, as the Foundation cannot guarantee accommodation outside the dates stated.

Key Dates

Activity	Date
Notice of Intent issued	Monday, August 17, 2026
Intent to Bid response form due to the Foundation (required)	Friday, September 4, 2026
Mandatory pre-bid discovery calls	September 8 – 16, 2026
Shortlist confirmed and all respondents notified	Friday, September 18, 2026
RFP issued to shortlisted vendors	Monday, September 21, 2026
Vendor questions due	Friday, October 2, 2026
Responses to vendor questions issued to all respondents	Tuesday, October 13, 2026
Proposals due	Thursday, November 5, 2026, 5:00 PM ET
Evaluation of proposals	November 6 - 13, 2026
Finalist interviews and vendor presentations	November 16 – 25, 2026
Selection announcement	Thursday, December 3, 2026
Anticipated contract start	February 2027

Dates are subject to change. Firms that return the response form will be notified of any changes.

Intent to Bid Response Form

Completion and return of this form is a requirement of participation. Please complete and return it to Marieka Arksey at procurement@rockfound.org, with the subject line "Intent to Bid — Emissions Reporting Partner," by Friday, September 4, 2026. Responses are short by design; no proposal, pricing, or marketing material is required.

Firms that do not return this form by the deadline will not receive the RFP and will not be eligible to submit a proposal.

Firm Information

Firm name	
Website	
Headquarters location	
Primary contact name and title	
Email	
Telephone	
Approximate number of staff working on GHG accounting	

Intent to Bid

Do you confirm your firm's intent to submit a proposal if shortlisted? (Yes / No)	
Availability for a mandatory pre-bid discovery call between September 8 and 16, 2026 — please give at least three options, with date, time, and time zone	
Names, roles, and email addresses of those who would join the call	
Name and title of the person authorized to confirm this intent to bid	

Relevant Experience

In no more than 250 words, describe your experience delivering organizational Scope 1, 2, and 3 footprints for office-based organizations, and for foundations or non-profits. Please state the number of such engagements completed in the last three years.

--

Conflicts of Interest

Please disclose any actual or potential conflict of interest with The Rockefeller Foundation, including its affiliates, staff, and trustees. Enter "None" if not applicable.

--

Notes

- This notice does not constitute a solicitation, an offer, or a commitment of any kind, and does not obligate the Foundation to issue an RFP or to award a contract.
- Return of this form by the stated deadline and completion of a pre-bid discovery call are both requirements of participation. Firms that do not complete both steps will not receive the RFP, and any proposal submitted by such a firm will not be evaluated.
- Shortlisting is at the Foundation's sole discretion. The Foundation reserves the right to shortlist any number of firms, to decline to shortlist a firm that has completed both steps, and to modify or cancel this process at any time.
- Returning this form does not oblige your firm to submit a proposal, and the Foundation recognizes that circumstances change; however, firms are asked to respond only where there is a genuine intent to bid.
- The Foundation will not reimburse any cost incurred in responding to this notice or in taking part in a discovery call.
- Information submitted in response to this notice will be used solely to administer this process and is subject to the Foundation's privacy policy at www.rockefellerfoundation.org/privacy-policy.
- The Foundation is committed to ensuring that our procurement processes are accessible. If you require an adjustment in order to participate, please contact the RFP Manager.

Questions about this notice should be directed to Marieka Arksey, RFP Manager, at procurement@rockfound.org.