

**CRDF GLOBAL**  
**REQUEST FOR PROPOSAL or INFORMATION**

**Deadline: August 31<sup>st</sup>, 2022**

**Summary:**

CRDF Global is seeking multiple subject matter experts to design, develop, and record e-learning modules for at least 300 administrators, compliance officers, researchers, faculty, and cybersecurity professionals and implement two in-person workshops for 80 stakeholders. Each workshop will last for two days and will be held in-person in Kuala Lumpur, Malaysia and Hanoi, Vietnam. All participants will be from universities, research institutions, and private companies engaged in research and development (R&D) in Southeast Asia targeted by proliferator actors for their advanced technology-related talent, proprietary data, and research capital.

**Scope:**

Using an online e-training course with country-specific in-person two-day workshops, the project will train partners to adopt measures to prevent proliferator-actor-affiliated entities from obtaining access to talent and intellectual property to advance offensive, oppressive, and WMD objectives. The online e-training course will consist of approximately six modules, created by several subject matter experts. Experts will be responsible for creating the modules in line with direction from CRDF Global, but CRDF Global will create the host website. In-person workshops in Malaysia and Vietnam will engage relevant research, compliance, and cybersecurity stakeholders from Malaysia, Indonesia, Singapore, Thailand, Cambodia, and Vietnam on these threats and develop lines of communication on the threat area with these research institutions.

The online and in-person training curriculum will include modules with the following objectives:

- Understanding threats to research and technology
- Balancing security threats against research sector concerns
- Reducing employee vulnerability
- Providing best practices for computer network defense operations
- Raising awareness of the need for and developing capacity to implement cybersecurity and cyber hygiene practices

**Tasks and Deliverables:**

The selected experts will complete the below tasks. Please note, proposals do not have to include both tasks 1 and 2. For instance, experts may submit a proposal to only complete an online module.

1. Develop asynchronous learning materials including but not limited to:
  - a. Reading materials
  - b. Guidance documents
  - c. Tip sheets for institutional best practices on reviewing collaborations, identifying red flags in prospective partners for predatory relationships, cyber hygiene
  - d. Recorded modules
  
2. Develop and lead two two-day workshops for stakeholders from Cambodia, Indonesia, Malaysia, Singapore, Thailand, and Vietnam to include creation and implementation of:
  - a. Curriculum outlines
  - b. Training materials
  - c. Presentations
  - d. Interactive exercises
  - e. Q&A sessions

\* All contracted experts will be required to be in regular communication with CRDF Global as determined by the contract and all contracted experts will be expected to complete final reports after the completion of all other tasks as well as debrief call(s).

**Contractor Requirements:**

A successful proposal must highlight a strong understanding of some of the following topics:

- Emerging technologies such as: biotechnology, artificial intelligence, quantum computing, and synthetic biology.
- Proliferator state strategies targeting research institutions
- Illicit proliferator state cyber and technology transfer activity
- University compliance best practices
- Cybersecurity and cyber hygiene

While not required, preferred proposals will include:

- Connections to emerging tech and advanced technological institutions in Asia, specifically Cambodia, Indonesia, Malaysia, Singapore, Thailand, and Vietnam.
- Experience with and ability to speak to and design asynchronous learning materials and two-day workshops for participants in the target countries on the above topics.

**Proposal Requirements:**

Each proposal must include:

- Statement of Interest and Technical Capabilities
- Cost proposal-If you intend to propose a fixed cost, please also include your hourly rate.
- CV(s); if the tasks will be completed by a team, all team members' CVs should be submitted as one document
- List of recent experience in the RFP Subject Matter area and applicable references/past performance
- Any Small or Disadvantaged Business Designations (Veteran Owned, HUB Zone, Women Owned, Disadvantaged Businesses)

[NAICS Codes](#): 541620 Environmental Consulting Services- Small Business Threshold \$15 million

541690 Other Scientific and Technical Consulting Services – \$15 million

**Timetable:**

August 22, 2022: RFP Questions due

August 25, 2022: RFP Questions & Answers released

**August 31, 2022: RFP submissions due**

September 30, 2022: Contract start date

**Contractor Selection Criteria:**

CRDF Global will select the contractor that provides the best value in terms of overall price and experience. The contractor should have proven experience working with Research and Cyber Security Experts for East Asia training and workshop.

1. Proven experience in the subject matter expertise listed in the **Summary** section
2. Their qualifications are based on the Mandatory and Preferred requirements as listed in the **Contractor Requirements** Section
3. The ability to perform the work described in the **Deliverables** Section.

CRDF Global prioritizes a safe and collaborative work environment in which diversity, equity, and inclusion is championed and discussed. CRDF Global provides equal employment opportunities to all qualified individuals without regard to age, race, color, religion, sex, sexual orientation, and gender identity, national origin, protected veteran, or disabled status. We are dedicated to creating and maintaining a respectful work environment that is safe, engaging, and comfortable for all.

CRDF Global pledges to prioritize sponsorship of diverse events and panels of experts whenever possible.

**Submission:**

Proposals should be submitted to [procurement@crdfglobal.org](mailto:procurement@crdfglobal.org), no later than **August 31, 2022**. Proposals should be submitted as electronic documents in PDF, Word or Excel format with the subject line **Research and Cyber Security Experts for East Asia training**.

**Background:**

CRDF Global is an independent nonprofit organization founded in 1995 in response to the collapse of the Soviet Union and the threat of large-scale proliferation of weapons technology from the region. With support authorized by the Nunn-Lugar Act of 1991 and the Freedom Support Act of 1992, as well private foundation contributions, CRDF Global embarked on bolstering the global scientific community and fostering alternatives to weapons research.

In the past 25 years, our work has expanded to address ever-changing global concerns, but our commitment to ensuring the success of our partners remains the same. We are a leading provider of flexible logistical support, program design and management, and strategic capacity building programs in the areas of higher education, CBRNE security and nonproliferation, border security, cybersecurity, global health, technology entrepreneurship, and international professional exchanges.

With offices in Arlington, VA; Kyiv, Ukraine; and Amman, Jordan, CRDF Global's diverse staff and networks of local community and government stakeholders deliver tailored programs that meet specific regional needs in over 100 countries across the globe.

Vision Statement:

Our world, healthy, safe, and sustainable.

Mission Statement:

Safety, security, and sustainability through science, innovation, and collaboration.

Values:

We do the right thing.

We care about each other and the people we work with.

We work together to deliver excellence

CRDF Global provides equal opportunities to all qualified individuals without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran, or disabled status. We are committed to prioritizing an inclusive and collaborative space in which diversity and equity is discussed, championed, and supported. We acknowledge and honor the fundamental value and dignity of all individuals. We pledge ourselves to creating and maintaining an environment that respects diverse traditions, heritages, and experiences.

More information is available at [www.crdglobal.org](http://www.crdglobal.org).

**Solicitation Terms & Conditions:**

Right to Select Suppliers. CRDF Global reserves the right to negotiate with and select all qualified suppliers at its own discretion and is not obligated to inform suppliers of the methods used in the selection process. CRDF Global reserves

the right to dismiss any and/or all suppliers from the bid process and reject any and/or all proposals.

Obligation. This RFP does not bind nor obligate CRDF Global in any way. CRDF Global makes no representation, either expressed or implied, that it will accept or approve in whole or in part any proposal submitted in response to this RFP. CRDF Global may reward, in whole or in part, the proposal at its sole discretion.

Notification. CRDF Global will notify bidders following completion of the evaluation process, as to whether or not bidders have been awarded the contract. The only information regarding the status of the evaluation of proposals that will be provided to any inquiring bidder shall be whether or not the inquiring bidder has been awarded the contract. CRDF Global may, at its sole discretion, inform any inquiring bidder of the reason(s) as to why it was not awarded the contract

Binding Period. Following the due date of submission of this Proposal, the pricing included in this RFP shall be binding upon the supplier for the duration of the contract.

Hold Harmless. By submitting a response to the RFP, bidder agrees that CRDF Global has sole discretion to select any and/or all suppliers. During or following the conclusion of this process, bidders waive their rights to damages whatsoever attributable to the selection process, materials provided, supplier selection, or any communication associated with the RFP process and supplier selection.

Transfer to Final Contract. The terms and conditions of the RFP, including the specifications and the completed proposal, will become at CRDF Global's sole discretion, part of the final contract (the "Agreement") between CRDF Global and the selected bidder. In the event that responses to the terms and conditions will materially impair a bidder's ability to respond to the RFP, bidder should notify CRDF Global in writing of the impairment. If bidder fails to object to any condition(s) incorporated herein, it shall mean that bidder agrees with, and will comply with the conditions set forth herein.

Exceptions. Any exceptions to the terms and conditions or any additions, which bidder may wish to include in the RFP, should be made in writing and included in the form of an addendum to the applicable Section in the RFP.

CRDF Global Proprietary Information. Supplier agrees that all non-public information contained in this document and communicated verbally in reference to this RFP by CRDF Global shall be received for the sole discretion and purpose of enabling the supplier to submit an accurate response to this RFP. The information contained in this RFP and disclosed during the course of negotiations and communications are proprietary in nature and under no circumstances to be disclosed to a third party without prior written consent from CRDF Global.

Supplier Proprietary Information. Information contained in the response to this RFP will be considered proprietary in nature if marked "confidential" or "proprietary". Such marked documents will not be disclosed to third parties outside CRDF Global with the exception of retained consultants under contractual confidentiality agreements.