

**CRDF GLOBAL
REQUEST FOR PROPOSAL (RFP)**

Coordination Of Cyber Security Projects Implementation In Moldova

Submission Deadline: 6 PM, Kyiv time September 23, 2022

Summary:

With support from the U.S. Department of State CRDF Global is willing to continue its intervention to the Republic of Moldova in order to deliver high quality Cybersecurity activities to different stakeholders from the governmental agencies, critical infrastructure, public and private sector, universities, etc. This can include but not limited: delivery of E-learning Cyber hygiene courses to the target audience, organization Workshops and Hackathons, implementation Table Top Exercises, etc.

During 2020-2022 CRDF Global partnered with the leading Universities and governmental agencies in Moldova. CRDF Global is planning to continue and expand Cyber security activities in the region and searching for new partners. For these purposes Regional Coordinator will be engaged to provide comprehensive support in identification and communication with possible partners to ensure the activities are implemented in a full.

Scope & Tasks:

RFP Technical Expertise: Selected vendor shall ensure support with identifying and establishing relation with possible partners in Moldova including liaison with the State and Regional government officials, public and private sector in cybersecurity field, and provide comprehensive support at all stages of projects implementation. These can be but not limited: moderating public events, providing technical advice, guidance, and leadership to CRDF Global colleagues on designing and implementing technical components. The selected Technical Vendor would be expected to provide contracted services such as, but not limited to:

- a) Organizational support with delivery of virtual and/or face-to-face trainings, workshops, hackathons, and presentations, delivering answers and providing expertise during discussions, Q&A sessions at CRDF Global events that are to be held in various locations;
- b) Delivery of an After-Action Report that summarizes observations, successes, lessons learned, and recommendations for future programming on the relevant topic;
- c) Developing and establishing relations from scratch and current with the government officials of different levels, critical infrastructure, public sector and educational institutions (universities, institutes), in cybersecurity field;
- d) Assistance in reaching out to the tech agencies actors and stakeholders that are of interest for the program priorities;
- e) Collaborating with the Senior Operation Manager, Senior Project Leads, and Project teams to develop actionable projects based on conceptual policy ideas;
- f) Organization of Introductory meetings (virtual and in person) to present CRDF Global activities to interested partners;

- g) Collaborating with CRDF assigned operation staff, relevant stakeholders, to present and deliver the E-learning Cyber hygiene courses for wide range of stakeholders;
- h) Launch and coordination implementation of CRDF Global E-learning Cyber-hygiene courses among relevant stakeholders;
- i) Provision of consultation services related to Cyber hygiene activities implementation as required;
- j) Support of the implementation of the Tabletop exercise project (TTX) for cybersecurity professionals from CERT/CSIRT, public sector, critical infrastructure, and private sector.
- k) Assistance to the Project teams in Workshop and Hackathon projects coordination and management. Provision of backing on the event holding, communication with participants and organizers, materials proofreading and information support.

Contract for Services:

Following selection, CRDF Global will negotiate a General Services Contract (hereafter "GSC") with the selected SME(s).

While the GSC is not a guarantee of any work, the selected SME(s) on a GSC can be engaged by CRDF Global staff with an abbreviated selection process. This allows CRDF Global to potentially leverage the partnership with the SME for strategic initiatives, proposal submissions, and programmatic responses to urgent timelines. The GSC will be structured to allow CRDF Global Agreement Officer(s) to issue task orders to the SME upon successful negotiation of scope and budget.

The specific duration of the GSC is until September 30, 2023.

Contract is subject to prolongation in case if prime agreement is extended but not more than total contract duration of 5 years (subject to positive performance evaluation).

The GSC would seek to negotiate and lock in elements of pricing and cost that are agreeable to both parties.

Selection Requirements and Criteria:

Selection will be based on CRDF Global's evaluation of the Contractor's ability to meet CRDF Global's requirements described below, as well as factors such as competitive pricing, quality of proposal, past performance, and other intangible factors. CRDF Global reserves the right to accept or reject any and all proposals, and to negotiate terms of any subsequent agreements at its own discretion.

Key Requirements:

- Ensuring high quality of services;
- Proven extensive experience in development and conducting communication campaigns;
- Good established relations with governmental, educational agencies, public sector, critical infrastructure and other relevant agencies in Moldova;
- Good understanding of local content;
- Direct access to a large target of governmental, educational institutions, etc.;

- Fluency in Romanian and English languages;

Preferred Requirements:

- Combine all the necessary resources and expertise for the full implementation of the projects;

Proposal Requirements:

Each proposal must include:

1. Statement of Interest and Technical Capabilities
 - Detailed description of the services offered in correlation with the RFP Subject Matter Expertise detailed under **Scope and Tasks**
 - List of recent experiences working with US Government and/or CRDF Global programming
 - Resumes (no more than 2 pages) of key contact(s)/project lead(s)
2. Cost proposal (recommended, but optional)
 - Description of the pricing and cost factors (e.g. hourly rates, fixed-cost pricing on standard services, and etc), that the SME would be willing to negotiate under the GSC.
3. Completion & online submission of CRDF Global's [Contractor Data Form](#)

RFP Timetable:

CRDF Global reserves the right to make changes to the RFP Timetable without providing explicit notification ahead of time.

August 26, 2022:	RFP Posted & Live
September 2, 2022:	RFP Questions Due
September 9, 2022:	RFP Questions & Answers Released
September 23, 2022:	RFP Submission Due
September 30, 2022:	Selected Contractor(s) Notified
1 st week of October 2022:	Negotiate Agreement

Proposal Submission:

Proposals must be submitted as electronic documents in PDF, Word or Excel format. Proposals should be submitted to kakmurzayeva@crdfglobal.org no later than: 6 PM, Kyiv time September 19, 2022. CRDF Global reserves the right to disqualify any proposal submitted after the submission deadline.

The subject line of the email must read:

Coordination of Cyber security projects implementation in Moldova [Insert name of submitter]

Background:

Founded in 1995, CRDF Global is an independent nonprofit organization that promotes international scientific and technical collaboration through grants, technical resources, training, and services. Based in Arlington, Virginia with offices in the Eurasia and MENA regions, CRDF Global works with more than 40 countries in the

Middle East, North Africa, Eurasia, and Asia. We specialize in bringing isolated scientific communities into the scientific mainstream through a variety of science engagement and capacity-building programs. CRDF Global encourages science cooperation between countries where official relations are strained.

More information is available at www.crdfglobal.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.