

CRDF GLOBAL
REQUEST FOR PROPOSAL
Deadline: 02/02/2026

Summary:

The International, Research, Data, and Technology Security (IRDTS) program at CRDF Global is committed to protecting and defending advanced research, data, and technology from exploitation, theft, and IP infringement by adversarial actors. To support this effort CRDF Global on behalf of the United States Department of State Office of Cooperative Threat Reduction (CTR) is seeking experts to contribute to a physical security training initiative in the Arctic region. Selected contractor(s) will develop an activity-driven training curriculum for professionals operating and running remote arctic research facilities. Contractor(s) will develop training materials in partnership with CRDF Global and government representatives, deliver training materials at a workshop in an Arctic country, and coordinate with CRDF Global to support program success.

Scope of Work:

The selected contractor(s) will design and deliver a highly interactive, scenario-driven training workshop focused on strengthening physical security, access control, and personnel reliability at remote research facilities operating in Arctic and sub-Arctic environments. Contractor(s) who demonstrate specialized operational or security experience in extreme weather or isolated research settings, such as polar research stations, high latitude sensing sites, field laboratories, maritime ice platforms, or other remote installations where environmental factors, limited onsite staffing, and infrastructure constraints create unique vulnerabilities are desired.

Selected contractor(s) will develop all instructional materials, facilitation guides, simulation content, and exercises needed to deliver a two-day, activity-intensive workshop in the Arctic region (e.g. Canada, Iceland, or Norway). Training content must be heavily gamified (designed to reinforce learning through interactivity, storyline-based instruction, and structured methods that emphasize skill development) and experiential, with a strong emphasis on hands-on exercises, live decision simulations, field scenario role plays, and expert-led problem-solving activities instead of lectures. Contractor(s) will work with the CRDF Global to tailor these materials to the operational realities of Arctic facilities, including severe weather, restricted mobility, long supply chains, intermittent communications, wildlife and environmental hazards, beneficial cohabitation with sovereign and indigenous peoples living in remote arctic environments, and limited emergency response options.

Contractor(s) will also support targeted participant engagement efforts by advising on the ideal attendee profile, identifying institutions that manage Arctic or high latitude research infrastructure, and ensuring the workshop aligns with the needs of facility managers, security officers, engineers, and technical personnel who work in difficult and hazardous environments.

Finally, contractor(s) will deliver the workshop onsite in Nuuk, Greenland (or a similar location) and will participate in post-event evaluation activities. This will include submitting a brief after action summary that captures key findings, participant performance in exercises, key insights, and recommendations for future Arctic physical security capacity building.

Period of Performance: Agreement Execution Date - July 15, 2026

Task One: Training Curriculum Design

Objective: Develop a fully gamified, activity-driven training curriculum tailored to Arctic physical security challenges at remote, or harsh operating environment research facilities. All training materials must be designed to maximize interactivity, participation, and experiential learning. Lecture style instruction should be minimized. Training materials must rely primarily on: Live simulations, Gamified scenario modules, Team-based problem solving, Decision-making drills, Red-team/blue-team style activities, and other non-lecture based training modalities.

Activities include:

- Develop an integrated curriculum centered around real-world Arctic physical security risk scenarios for remote labs, sensing stations, field deployments, and isolated research facilities.
- Design multiple gamified training modules that challenge participants to address Arctic-specific threats (environmental, human, geopolitical, insider, and opportunistic physical security breaches).
- Create interactive tools such as checklists, risk cards, scenario packets, role assignments, and tabletop kits.
- Develop take-home materials for participants including tip-sheets, checklists, risk assessment guides, or other take-home resources to support physical security improvements.
- Ensure all content is specifically and narrowly tailored to Arctic research facilities.

Task 1 Deliverables:

1. Draft workshop agenda within 15 days of contract action.
2. Draft interactive exercises, tabletops, simulations, presentations and participant materials shared with CRDF Global at least 60 days prior to the workshop.
3. Delivery of finalized tailored interactive exercises, tabletops, simulations, presentations and participant materials at least 45 days in advance of the workshop.

Task Two: Participant Engagement

Objective: Support CRDF Global in identifying and recruiting qualified participants whose professional roles align with the goals and technical focus of the Arctic Physical Security Workshop.

Activities include:

- Develop in partnership with CRDF Global a recommended participant profile describing ideal backgrounds, institutional roles, and relevance to training content.
- Assist CRDF Global in identifying appropriate institutions and candidate pools across Canada, the Kingdom of Denmark – including Greenland, Finland, Iceland, Norway, and Sweden.
- Coordinate with CRDF Global to conduct targeted outreach to institutions, associations, and government counterparts to encourage qualified applicants to register for the workshop.

Task 2 Deliverables:

4. Draft ideal participant profile guide for participant identification and outreach at least 90 days prior to the workshop.
5. Identification and nomination of at least two relevant participants from each country of engagement at least 75 days prior to the workshop.

Task Three: Delivery of a Two-Day In-Person Workshop

Objective: Facilitate a dynamic, fully interactive workshop using experiential learning methods to build Arctic physical security capacity. The workshop must be delivered primarily through live simulations, practical exercises, and interactive scenarios. Contractor(s) should act as facilitators, coaches, and mentors, not as lecturers.

Activities include:

- Deliver training and activity sessions during the two-day workshop
- Facilitate participant interactions and conversations during exercises, breaks, and seminar sessions.
- Adapt scenarios and activities in real time to meet the difficulty and sophistication needs of participants.

Task 3 Deliverables:

6. Travel to Nuuk, Greenland or a similar location for workshop delivery
7. Workshop delivery

Task Four: Communication and Coordination with CRDF Global

Objectives: The contractor(s) will be expected to participate in regular calls with CRDF Global, other experts contributing to this effort, and provide post-activity completion reporting.

Activities Include:

- Participating in coordination calls and collaborating with other experts and/or a team of experts contributing to the holistic effort.
- Providing regular progress updates to the CRDF Global project management team
- Provision of an after-action report highlighting lessons learned, recommendations for improvement, and ideas for future CRDF Global activities

Task 4 Deliverables:

8. Up to 10, one-hour virtual calls with CRDF Global, CTR, and/or other members of the expert team to coordinate research and analysis, provide updates, and a final briefing on findings.
9. An after-action report that includes:
 - a. An overall assessment of the activity, including an identification of successes and lessons learned from delivery of the workshop;
 - b. Key observations resulting from interactions with participants, experts, and other beneficiaries which can inform future programs;
 - c. Recommendations for next steps and future work on this topic.

Schedule of Performance:

Task	Deliverables	Expected Delivery Date
1	Training Curriculum Design	February - April 2026
2	Participant Engagement	February -March 2026
3	Delivery of In-Person Workshop	June 2026
4	Communication and Coordination with CRDF Global	February - July 2026

Contractor Requirements:

- Ability/Willingness to travel internationally to potentially remote locations.
- Capability to respond to changes or adjustments as directed by CRDF Global or the U.S. Department of State.
- The selected contractor(s) will have a demonstrated capability to prepare relevant instructional content and conduct training on physical security and adjacent topics.
- Selected contractor(s) will need to demonstrate expertise or specialized knowledge in:
 - Arctic security issues
 - Facility maintenance in harsh operating environments
 - Navigating access and permission to operate research on Arctic ice
 - Operational activities of remote sensing platforms, arctic maritime research vessels/platforms, field laboratories, and other types of remote Arctic research facilities.
 - Compliance with international, national, and subnational standards for facility security and protecting Arctic environments.

Proposal Requirements:

Each proposal must include:

- Statement of Interest and Technical Capabilities
 - Detailed description of services offered in correlation with the RFP scope and tasks. Your vision for the completed scope and individual deliverables.
- Cost proposal
 - Prices must be indicated in USD
 - Level of Effort- how many hours are dedicated to each task within this RFP
- CV(s)
- 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:

01/06/2026: RFP Released

01/16/2026: RFP Questions due

01/23/2026: RFP Questions & Answers released

02/02/2026: RFP submissions due

02/9/2026: Contract start date

Selection Criteria and Evaluation Methods:

Proposals submitted will be evaluated based on a prioritized set of criteria in this order: 1. Technical approach, 2. Past Performance, 3. Price/Cost. These criteria are detailed below to assist contractors with the preparation of proposals.

Technical Approach:

The technical approach will be evaluated based on the extent to which the vendor's proposal demonstrates a thorough understanding of the requirements and a feasible method to meet or exceed those requirements.

Subfactors:

- Understanding of the requirements
- Feasibility of the approach
- Innovation and technical enhancements (if applicable)
- Alignment with project goals

Price/Cost:

Price will be evaluated for reasonableness, fairness, and alignment with the proposed scope of work. The project seeks a balance between competitive pricing and technical merit.

Past Performance:

The vendor's level of expertise will be evaluated based on the CVs of the experts involved considering the experience of previous organizational experience of similar events.

Subfactors:

- Ability to meet proposed timeline of activities
- Overall cost compared to market rates
- Cost realism (to ensure the proposal is realistic given the scope)
- Price structure (time & materials, etc.)

Evaluation Scoring Methodology:

Proposals will be evaluated on a 100-point scale. Scoring will be based on alignment with the stated objectives, creativity and soundness of the proposed approach, and the realism of the scope, weighted according to the criteria identified above.

- Technical Approach- Up to 45 points out of a possible 100
- Price/Cost- Up to 30 points out of a possible 100
- Past Performance- Up to 25 points out of a possible 100

Best Value Trade-Off:

Successful proposals will be selected based on both technical and price factors, weighing them to determine which offer represents the best value. Technical factors, such as experience, innovation, and past performance, may be more heavily

weighted than price. CRDF Global reserves the right to select a higher-priced proposal if it offers superior technical benefits or overall value. CRDF Global retains full discretion to contract for all, some, or none of the activities included in any proposal submitted under this RFP.

Submission:

Proposals should be submitted to procurement@crdfglobal.org & jcarpenter.ext@crdfglobal.org, no later than **17:00 Eastern Standard Time January 20th, 2026**. Proposals should be submitted as electronic documents in **PDF, Word or Excel format** and **please add “RFP Response Arctic Physical Security” to the subject line.**

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 as private foundation contributions, CRDF Global embarked on bolstering the global scientific community and fostering alternatives to weapons research.

In the past 30 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 status, or disability. We are committed to fostering a respectful, collaborative, and supportive work environment where all individuals can contribute and thrive. We recognize and uphold the inherent value and dignity of every person, and we strive to maintain a workplace that honors a wide range of backgrounds, perspectives, and experiences.

More information is available at 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.