

CRDF GLOBAL
REQUEST FOR PROPOSAL or INFORMATION

Updated Deadline: Thursday, July 18, 2019 by 12:00 pm EST

Summary:

CRDF Global is seeking an experienced web developer to build a professionally designed, aesthetically pleasing and user-friendly website focused on sanctions enforcement for the Department of State's Export Control and Related Border Security Program.

Scope:

Sanctions101.org will serve as a hub for information on sanctioned activities and the methods by which proliferating state and non-state actors (to include brokers, freight forwarders, front companies, and intermediaries) evade sanctions. **It is essential the website is professionally designed, aesthetically pleasing and user-friendly.** User-friendliness is essential to support the accessibility of the sanctions information. The website will be accessed in both the US and internationally. Potential website users will have a variety of internet platforms, limited or restricted accesses and wide-ranging ages and brands of technology, hardware and software.

Sanctions are inherently complex, changing, and challenging. This tool will take the various pieces of sanctions information and present them in a clear, plain language that can be understood and utilized by individuals for whom English is not a first language.

The estimated target date for completion for the website will be August 2020. Completion date is determined by Department of State direction based on finalized award details as provided by the selected web developer.

Task and Deliverables:

The elements described below must be addressed by the submitted proposals. While planning meetings with the selected developer will go into further detail about website layout, operation and functionality, the submitted proposal must include a general plan and outline for the following elements:

- Sanctions101.org will serve the purpose of enhancing partner governments' efforts to counter the highest proliferation priorities of the U.S. Government. As a first step, the website will focus on Iran sanctions, with a goal of countering Iran's malign influence. As a second step, the website will be expanded to include databases and resources to cover North Korea (e.g., UN and U.S. sanctions), Russia (e.g., Countering America's Adversaries Through Sanctions Act), Yemen, and Syria.
- The website will include searchable databases, access to relevant findings from open source reports, and other relevant information. The website will also have professional looking sanctions summaries

that can be downloaded by users and utilized in professional settings, such as conferences, meetings, and consultations.

- As appropriate, the website will be used to upload web videos to aid in the user’s understanding of sanctions and their obligations. Where possible, the website will provide testimonial case studies from industry about the steps they are taking to comply with the vast sanctions network and why it is important to global security.
- Santions101.org will provide a platform for users to submit questions to recognized experts on sanctions for rapid response. This function will be confidential, and all messages will be conducted through encrypted channels. This private messaging system will be supplemented by an open forum in which frequently asked questions can be posed, and answered, in a broader forum, for the benefit of other users.
- Upon launch, the website will be available in English. This will later be expanded to include multiple languages that are deemed relevant to the target audiences of the content. The proposal should address experiences the developer has with updating the website with material in languages other than English. An initial list of languages includes Arabic, English, Russia, French, Chinese, and Korean.
- The website should reflect on an “About us” page that it was funded with support from the Department of State’s Export Control and Related Border Security Program.

Contractor and Proposal Requirements:

All proposals must include the following sections and provide sufficient detail in both the Technical and Cost components:

Technical Component

- Organizational Profile
- Project Design and Linkages
- Innovation and Sustainability

Cost Component

- Budget

Technical Component

Organizational Profile:

The developer must include an organizational history including any and all recent and relevant experience. The developer must demonstrate a depth of skill, capacity, and talent to develop the website as described in this announcement. The web developer must demonstrate the capability to collaborate with subject matter experts on content input. Experience working with and building websites for local and international entities (government, private sector and international organizations) is preferred.

Project Design and Linkages:

The developer must demonstrate that the submitted proposal addresses all website elements as detailed in the Tasks and Deliverables above. The developer must showcase that the project strategy and design are likely to achieve the proposed results and; that proposed activities and timeframes are reasonable and feasible. The proposal must describe in detail how project requirements will be accomplished and reasonably outlines the potential for the project to have the positive impacts on CRDF Global's efforts to bolster sanctions enforcement.

Innovation and Sustainability:

The developer will focus on the tools and coding methods used to build the website. The ability to update the tools and coding as well as the longevity needs to be addressed in the proposal. The developer must include plans to expand the website to include multiple languages and expanded sanctions information as detailed in the Tasks and Deliverables.

Cost Component

Budget:

Total Budget Ceiling: \$150,000

The proposed budget must include all costs related to the project and break down these costs according to the timeline of the project. The project budget should describe the level of effort associated with the build of the website including total number of hours and total cost relating but not limited to the following phases:

- Planning and design
- Website development
- Launch and maintenance

All project budgets must be submitted as a Microsoft Excel document. Developers are free to use their own budget template as they see fit, within these parameters. The vendor may include and describe additional phases as necessary. Cost-share schemes or other relevant discounts are encouraged in the cost proposal. All costs are considered Firm Fixed Price (FFP). Cost should demonstrate as reasonable for the work proposed.

Although developed for CRDF Global, this website will be owned by the Department of State. As such, the contractor may be required to communicate with the Department of State's Export Control and Related Border Security Program.

Timetable:

<i>Tuesday, July 9</i>	RFP Questions due
<i>Friday, July 12</i>	RFP Questions & Answers released
<i>Thursday, July 18</i>	RFP Submission Due

Contractor Selection Criteria:

CRDF Global will select the contractor that provides the best value in terms of technical and cost components. CRDF Global will evaluate applications based on the following criteria, ranked in order of importance:

- Technical evaluation
- Cost evaluation

CRDF Global will evaluate all proposals on their implementation plans in terms of how well it addresses the issues at hand, relevance and feasibility of the proposed activities and their timeline for completion, and the extent to which the impact of the project will continue beyond the conclusion of the award period.

Submission:

Questions must be submitted to procurement@crdfglobal.org & rking@crdfglobal.org, wsaetren@crdfglobal.org by Tuesday, July 9, 2019.

Final proposals must be submitted electronically to procurement@crdfglobal.org & rking@crdfglobal.org, dgonzalez@crdfglobal.org by **Thursday, July 18, 2019 by 12:00 pm EST**. Technical Component Proposal Documents must be submitted in either Microsoft Word or PDF format. Cost Component Proposal Documents must be in Microsoft Excel format.

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.crdglobal.org.