

**CRDF GLOBAL
REQUEST FOR INFORMATION**

Submission Deadline: 2/11/2021

Summary:

CRDF Global is seeking a subject matter expert, or subject matter expert team, specializing in biological due diligence and know-your-customer programs to design and implement a webinar, an online course consisting of seven 30-minute pre-recorded videos, and a remote table-top exercise for South and Southeast Asian biotechnology industry stakeholders. This project, taking place between February 2021 and June 2021, aims to advance efforts to counter proliferation by raising awareness of resurgent WMD state threats and building capacity for standardized know-your-customer and due diligence best practices.

Scope:

CRDF Global will advance efforts to counter proliferation by resurgent WMD states by planning and implementing a three-phase project comprised of an introductory webinar, an online course, and a capstone remote table-top exercise designed to provide at least 25 stakeholders from Indonesia, Malaysia, India, Taiwan and Singapore’s biotech industry and research laboratories, including “makers” and startups, with an understanding of threats posed by revisionist states and risk mitigation measures. The introductory webinar will engage a large number of stakeholders to provide an overview of revisionist state threats, know-your-customer policies, and due diligence practices to better secure biological material, equipment, and knowledge. This webinar will also serve as a platform to engender buy-in for future project components. Following this webinar, CRDF Global will provide at least 25 participants from the initial webinar with access to the asynchronous online course. This course, broken down into multiple 30-minute modules, will provide participants with an in-depth understanding of revisionist state threats, and policies that will reduce risk. This course will provide participants with the information needed to implement risk mitigation procedures at their home institutions and will serve as a pre-requisite for the capstone table-top exercise. As the final component of this project, 25 key stakeholders who have completed the online course will be engaged in a remote table-top exercise. This table-top exercise will provide participants with an opportunity to apply the concepts covered in a mock real-world scenario, enhancing participants’ ability to apply core concepts to better secure biological material, equipment, and knowledge.

This project will build on prior efforts to counter terrorist biological weapons (BW) acquisition in the region by providing a targeted engagement focused on countering BW-related procurement from resurgent BW proliferator states. Moreover, the project will prevent the transfer of sensitive biological materials, equipment, technology, and knowledge to resurgent BW proliferator states during the limited window of time in which resurgent states have not yet fully indigenized their BW production capabilities.

Tasks and Deliverables:

Task/Deliverable	Date
Development and Submission of Webinar Materials	March 2021
Development and Submission of Presentations for Online Course	March 2021
Online Course Video Self-Recording	April 2021
Webinar Implementation	April 2021
Development and Submission of Table-Top Exercise Materials	May 2021
Remote Table-Top Exercise Implementation	June 2021
Project After-Action Report	June 2021

Contractor Requirements:

Successful subject matter experts will have a comprehensive understanding of:

- international legislation as it applies to biological due diligence requirements;
- consequences of noncompliance;
- the role of the biological industry in preventing the proliferation of biological materials, equipment, and knowledge;
- methods and frequent pathways of revisionist proliferator states;
- know-you-customer and due diligence programs;
- red flags and typologies of high-risk companies; and
- industry action planning sessions.

Preferred requirements

- Demonstrated record of success engaging biological industry professionals in South and Southeast Asia
- Experience remotely implementing training programs

Submission Requirements:

Each submission must include:

- Statement of Interest and Technical Capabilities
- Cost Proposal
 - Must include the task/deliverables, listed in the Tasks and Deliverables section above, along with an hourly rate and hours needed to complete the task/deliverable.
- CV(s)
- List of recent relevant experience 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

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 biological due diligence, know-your-customer programs, and audiences from South and Southeast Asia. Contractors experience will be directly compared to points listed in the Contractor Requirements section of this RFI, proportionally weighted with their history of past success on similar project and compliance to the submission specifications listed in this RFI.

Submission:

Proposals should be submitted to procurement@crdfglobal.org & rsilva@crdfglobal.org no later than 5:00 PM EST, February 11, 2021. Proposals should be submitted as electronic documents in PDF, Word, or Excel format.

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

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 RFI 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.

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 RFI, 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 RFI, 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 RFI, 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 RFI, should be made in writing and included in the form of an addendum to the applicable Section in the RFI.

CRDF Global Proprietary Information. Supplier agrees that all non-public information contained in this document and communicated verbally in reference to this RFI by CRDF Global shall be received for the sole discretion and purpose of enabling the supplier to submit an accurate response to this RFI. 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 RFI 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.