

**CRDF GLOBAL
REQUEST FOR PROPOSAL**

Legal Subject Matter Experts on Advanced Conventional Weapons and International Law

Deadline: April 15, 2021

Summary and Scope of Work:

CRDF Global is seeking a legal subject matter expert, or subject matter expert team, specializing in legal and/or financial procedures related to international and U.S. sanctions frameworks, due diligence screening, and compliance programs. In collaboration with other experts identified by CRDF Global, the subject matter expert(s) would develop online training materials and co-lead two virtual workshops in June 2021. These trainings will be focused on identifying and disrupting illicit networks, proxy groups and individuals which violate international sanctions by procuring and selling military goods such as advanced conventional weapons to sanctioned entities. The primary stakeholders for these trainings will be compliance officers from private and public financial institutions, and representatives from business associations, chambers of commerce organizations, and government agencies from Algeria, Guinea, South Africa, Bulgaria, and Romania.

The legal subject matter expert(s) will cover noncompliance consequences and secondary sanctions risks for financial institutions and businesses which facilitate these transactions. The legal subject matter expert(s) will also provide an overview of sanctions evasion typologies and provide recommendations for financial institutions and business entities to proactively screen against advanced conventional weapons proliferation linked transactions and commercial activity. This will strengthen and improve stakeholder compliance and due diligence programs in order to identify and disrupt the illicit networks that profit from the proliferation of advanced conventional weapons.

Tasks and Deliverables:

For the online trainings, subject matter experts will:

- 1) Develop and submit presentations and workshop materials;
- 2) Self-recorded speaker video(s);
- 3) Implement the online workshop; and
- 4) Submit an After-Action Report to CRDF Global at the conclusion of the project.

Task/Deliverable	Date
Development and Submission of Presentations and Workshop Materials for the Online Trainings	May 2021
Self-Recording Video for Online Trainings	May 2021
Workshop Implementation for Two Virtual Trainings	June 2021
Submit After-Action Report Following Each Online Training	July 2021

Contractor Requirements:

Successful subject matter experts will have a comprehensive knowledge of:

- The legal frameworks and international and U.S. sanctions that restrict proliferation of advanced conventional weapons;
- Techniques that proliferator nations use to evade legal frameworks and sanctions;
- The supply chain, sanctions compliance, and due diligence screening challenges faced by international businesses, financial institutions and government agencies;
- Risks and consequences for individuals, businesses, and countries for noncompliance with laws and sanctions concerning advanced conventional weapons.

Preferred requirements:

- Demonstrated record of success engaging international audiences from Eastern Europe and Africa, specifically from Algeria, Guinea, South Africa, Bulgaria, or Romania.
- Knowledge of illicit networks related to advanced conventional weapon proliferation in Eastern Europe and/or Africa.
- Experience remotely implementing training programs.

Proposal Requirements:

Each proposal must include:

- Statement of Interest and Technical Capabilities
- Cost proposal
 - Must include task/deliverables, listed in the task/deliverables section above, along with an hourly rate and hours needed to complete the task/deliverable.
- CV(s)
- List of recent experience in investigative journalism and applicable references/past performance
- (If Applicable) Any Small or Disadvantaged Business Designations (Veteran Owned, HUB Zone, Women Owned, Disadvantaged Businesses)
- (If Applicable) [NAICS Codes](#)

Timetable:

April 6, 2021:	RFP Questions due
April 8, 2021:	RFP Questions & Answers released
April 15, 2021:	RFP submissions due
April 26, 2021:	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 the subject matter areas described above.

Submission:

Proposals should be submitted to procurement@crdfglobal.org & acwtrainings@crdfglobal.org to the attention of:

Ms. Marta Kosmyna

Proposals must be submitted no later than **5:00 PM. EDT on April 15, 2021**. Proposals must be submitted as electronic documents in PDF, Word, or Excel format.

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 may 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, the 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.

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.