

**CRDF GLOBAL
REQUEST FOR PROPOSALS (RFP)
RFP-05-UA-2022**

**Consulting and Coordination on Cyber Hygiene and Cybersecurity Activities:
Cambodia, Philippines, Indonesia, Malaysia, Thailand, Vietnam, Croatia, Georgia, Romania, Ukraine,
Morocco**

Summary:

CRDF Global will deliver cyber hygiene and cybersecurity training courses for a variety of stakeholders in WMD-enabling fields in the private sector, research sector, and academia at risk from exploitation by actors seeking to acquire and/or weaponize this research, technology, and data. CRDF Global will translate, adapt, and stylize the content for consumption within these targeted sectors in the following countries (hereinafter – the countries of engagement):

- Cambodia;
- Philippines;
- Indonesia;
- Malaysia;
- Thailand;
- Vietnam;
- Croatia;
- Georgia;
- Romania;
- Ukraine;
- Morocco.

For these purposes CRDF Global seeks to modify its existing cyber hygiene e-learning platform and core cybersecurity curricula for these countries and audiences, and to develop additional training modules. To ensure that the course effectively address the target audience, CRDF Global seeks a group of Subject Matter Experts (SMEs) to provide support by reviewing and providing feedback on content, identifying and communicating with organizations in one or more of these countries, and assisting with delivery of the trainings.

Scope, Tasks and Deliverables:

Selected SMEs shall provide support with identifying and establishing relationships with possible partners in any, several, or all of the countries of engagement including liaising with State and Regional government officials, stakeholders in the private sector, research sector, and academia, and provide comprehensive support at all stages of project implementation. These may include but are not limited to: mapping of partners, moderating public events, providing technical advice, guidance, and leadership to CRDF Global assigned staff on designing and implementing technical components. The selected SMEs are expected to provide contracted services such as, but not limited to:

1) Analysis and mapping of potential partners in the countries of engagement

Selected SMEs shall provide support with identifying and establishing relations with possible partners in the countries of engagement such as government agencies, private sector, research sector, and academia that operate in WMD-enabling fields and may be at risk from exploitation by actors seeking to acquire and/or weaponize this research, technology, and data, to implement CRDF Global projects. In particular, the selected vendor will:

- Conduct research and analysis for possible partners in the countries of engagement;
- Provide list of partners (including contact persons and their contacts details) that may be involved into implementation of the CRDF Global projects in each country of engagement (at least one private sector institution, university, and research institution in each country);

2) Organization of introductory meetings (online) to present CRDF Global activities to identified partners

Selected SMEs will provide comprehensive support and coordinate projects preparation activities in countries of engagement. In particular, the selected vendor shall collaborate with CRDF Global assigned staff and/or relevant stakeholders to organize and co-facilitate (if necessary) introductory meetings with relevant stakeholders in each country to present the activities.

3) Contribution to the developed/customized cyber hygiene and cyber security training course testing and piloting

Selected SMEs will test demo version of the developed/customized courses with selected partners in countries of engagement and provide feedback to CRDF Global in order to further customize and improve the content to make it most effective for the beneficiaries in each country.

4) Launch and implementation of the developed/customized cyber hygiene and cybersecurity training course among relevant stakeholders in the countries of engagement

Selected SMEs will be cooperating closely with the relevant stakeholders to ensure they complete the courses (at least six private, research, and academic institutions, 150 individuals in each country). Target number per each country could be changed (reduced for some countries and increased for others) based on the availability and relevance of respective institutions. In particular the selected SME(s) will:

- Establish regular cooperation with the relevant stakeholders via email or coordination calls;
- Provide regular updates on the course implementation progress;
- Share statistical data provided by CRDF Global on individuals who registered/completed the course on a weekly basis to ensure the project timeline and target indicators are met.

5) Develop a report assessing completed work, knowledge increase for participants in the short/medium term, providing recommendations and lessons learned

The schedule above is for reference purpose and is subject to change resulting from the negotiations between the selected SME(s) and the CRDF Global, and in the course of the assignment fulfillment.

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.

Interested Proponents are allowed to submit their proposals as individuals (physical persons) as well as company's/organizations, offering a single expert or a team of experts to cover the tasks of the assignment.

A successful proposal will highlight the following qualifications:

Preferred requirements:

- Experience of working with various governmental agencies, private sector institutions in one or more of the countries of engagement;
- Certification or Master'/PhD Degree in Cybersecurity or other relevant field;
- Proven experience in research and development in cybersecurity, information security fields in one or more of the following countries of engagement;
- Good understanding of the local context in the fields of cybersecurity and information security, in one or more of the countries of engagement;
- Working experience in donor-funded projects, especially for the U.S. government or multilateral institutions;
- Proven experience in developing/supervision/implementing/moderation cybersecurity-themed seminars/event/competitions/workshops;
- Language proficiency in one of the countries of engagement.

Mandatory requirements:

- English language full professional working proficiency.

Proposal Requirements:

Each proposal must include:

- Statement of Interest (including the list of RFP related capabilities and applicable past experience – see template attached);
- CVs of the SME(s) applying or offered for the assignment;
- Cost proposal Description of the pricing and cost factors (e.g. hourly rates, fixed-cost pricing on standard services, etc.), that the Contractor would be willing to negotiate

Proposal Submission:

Proposals must be submitted as electronic documents in PDF, Word or Excel format. Proposals should be submitted to procurement@crdfglobal.org, no later than:
6:00 PM (EEST), August 22, 2022.

The subject line of the email must read:
RFP-05-UA-2022 – [Name of the Proponent](#) – Proposal

CRDF Global reserves the right to disqualify any proposal submitted after the submission deadline.

Any inquiries regarding this RFP shall be forwarded to procurement@crdfglobal.org.

The subject line of the email must read:
RFP-05-UA-2022 – [Name of the Proponent](#) – Request for clarification

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

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, or disabled status. We are committed to prioritizing an inclusive and collaborative space in which diversity and equity is discussed, championed, and supported. We acknowledge and honor the fundamental value and dignity of all individuals. We pledge ourselves to creating and maintaining an environment that respects diverse traditions, heritages, and experiences.

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.