

CRDF GLOBAL
REQUEST FOR PROPOSAL or INFORMATION

Deadline: December 16, 2022

Summary:

CRDF Global's capacity-building programming includes trainings, workshops, meetings, webinars, and other engagements for stakeholders in academic, research, private, financial, and governmental sectors focused on areas including sanctions compliance and securing dual-use research, knowledge, materials, funding, and data from being misused, stolen, or diverted. These capacity-building engagements are largely focused on beneficiaries within the following sectors:

- Academia and Research
- Financial and Banking
- Government and Regulatory Agencies
- Private industry, including Technology and Manufacturing, Biological, Biotechnology, Chemical, and Pharmaceutical (BBCP) sectors

CRDF Global is seeking information from individuals or organizations (located anywhere world-wide) to assist with outreach, partnership development, and relationship building with individuals and institutions in Brazil for these capacity-building programs.

Scope:

CRDF Global seeks information on Consultants to conduct any/all of the tasks below:

- Facilitate introductions for CRDF Global with key stakeholders in Brazil
- Assist CRDF Global in establishing, maintaining, and growing relationships with key stakeholders and subject matter experts in Brazil
- Assist CRDF Global with identifying key stakeholders and subject matter experts for specific capacity-building engagements in Brazil
- Conduct outreach to key stakeholders and subject matter experts to facilitate participation in CRDF Global's capacity-building engagements in Brazil
- Provide briefings to CRDF Global on topics of interest, perceptions, or other considerations for key stakeholders in Brazil in order to inform capacity-building engagements

RFI Requirements:

Successful Consultants will have any of the below:

- Thorough knowledge and understanding of the sectors within Brazil, including knowledge of leaders at key institutions;
- At least 5 years of experience working within Brazil;
- Existing relationships with leaders and key stakeholders within the sectors listed above within Brazil;
- Knowledge or experience of relevant topics in sanctions compliance and securing dual-use research, knowledge, materials, and data from being misused, stolen, or diverted

Submission Requirements:

Each submission must include:

- Statement of Interest including knowledge of/relationships with key stakeholders in any/all of the sectors listed
- Cost Proposal
 - o an hourly rate
- CV(s)
- Any Small or Disadvantaged Business Designations (Veteran Owned, HUB Zone, Women Owned, Disadvantaged Businesses)
- [NAICS Codes:](#)
 - o 541620 Environmental Consulting Services- Small Business Threshold \$15 million
 - o 541690 Other Scientific and Technical Consulting Services – \$15 million

Timetable:

December 16, 2022: RFI submissions due

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 representatives of any or all of the sectors reference above in Brazil. Contractor’s 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.

CRDF Global pledges to prioritize sponsorship of diverse events and panels of experts whenever possible.

Submission:

Proposals should be submitted to procurement@crdfglobal.org, no later than 5:00 PM EDT, December 16, 2022. Proposals should be submitted as electronic documents in PDF, Word or Excel format and please add subjectline: ***“Seeking Consultants to assist with outreach, communication, and partnership development in Brazil”***.

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/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.

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

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