

**CRDF GLOBAL**  
**Subject Matter Experts on Research Security and Nonproliferation**  
**Request For Information**

**Summary:**

CRDF Global frequently contracts with outside experts to deliver informational presentations, conduct training, consult on program/curriculum development, participate as a panelist, or act as a mentor. While well compensated for their work, our experts are primarily driven by opportunities to make significant impacts in their areas of passion and engage with diverse, international audiences.

We are currently seeking experts who can authoritatively speak to the intersection of research and security. They would need to appeal to the research community in academic, industrial, and government sectors, addressing issues such as institutional best practices, data protections, intellectual property theft and protection, intangible technology transfers, due diligence in screening personnel, due diligence in research collaborations, dual-use technology and nonproliferation, and differential data protections. The ideal expert will have the ability to convincingly persuade audience members to take steps to advance compliance and security within their organizations through internal compliance programs, trusted research programs, and personnel reliability programs.

**Experience Requested:**

The Contractor will have experience developing and delivering trainings, developing institutional security programs, or consulting on countering the illicit transfer of dual-use risk research and data. The Contractor should have past experience working with a varied audience from industry and/or the private sector, universities and the research institution space, as well as government. The Contractor should have experience delivering presentations in person as well as virtually, as part of a team of experts as well as a solo subject matter expert and should have experience developing or leading in interactive engagements such as simulations and tabletop exercises, tailored institutional capacity building, and mentoring, amongst other participant-engagement style of activities.

**Contractor Selection Criteria:**

CRDF Global will select the contractor(s) that provides the best value in terms of overall price and experience. The Contractor(s) should have proven experience working with the subject matter area described above with at least ten years of related experience. Experience working with/in diverse audiences and geographies is necessary.

**Submission Requirements:**

RFI responses and all other communication concerning this RFI should be directed to the following designated CRDF Global contact:

[procurement@crdfglobal.org](mailto:procurement@crdfglobal.org)

Each submission must include the following:

- Brief cover letter or statement of interest that includes your general level of availability for 2023 and as known for 2024
- Proposed labor rate range
- CV to include
  - List of recent published pieces or workshops/conferences that they have been a speaker or host of on the following subject matter areas:
    - Dual-use technology risks and risk assessment
    - Intellectual Property Protection Policy
    - Due Diligence and “Know your Collaborator/Partner” Training
    - Red Flag identification
    - Conflict of Interest and Internal Institutional Integrity Practices
    - Preventing illicit or dangerous technology transfer
    - Due diligence for universities and research institutions regarding collaboration
    - Due Diligence for private sector companies regarding investors, partners, and buyers
- Any Small or Disadvantaged Business Designations (Veteran Owned, HUB Zone, Women Owned, Disadvantaged Businesses)
- [For reference] NAICS Codes for this engagement:
  - 541620 Environmental Consulting Services- Small Business Threshold \$15 million
  - 541690 Other Scientific and Technical Consulting Services – \$15 million

RFI responses should be submitted as electronic documents in PDF, Word or Excel format. The subject line of the email must read: **CRDF Global RFI\_SME\_[Applicant’s Last Name]**

CRDF Global prioritizes a safe and collaborative work environment in which diversity, equity, and inclusion is championed and discussed. CRDF Global provides equal employment opportunities to all qualified individuals without regard to age, race, color, religion, sex, sexual orientation, and gender identity, national origin, protected veteran, or disabled status. We are dedicated to creating and maintaining a respectful work environment that is safe, engaging, and comfortable for all.

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

**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](http://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.

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 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.