

**CRDF GLOBAL
REQUEST FOR PROPOSAL
Securing Advanced Research in the Singaporean Academic Community**

Deadline: August 01, 2023

Summary:

CRDF Global is seeking a research security subject matter expert to design, develop, and implement one, two-day in-person workshop for 25 stakeholders from institutions engaging in advanced research and development of biotechnology who are researchers and administrators in Singapore. The workshop will last for two days and will be held in-person in Singapore. All participants will be from universities, research institutions, and the Singaporean government engaged in the research and development (R&D) of biotechnologies in Singapore targeted by proliferator actors for their advanced technology-related talent, proprietary data, and research capital.

Scope:

Using material relevant to stakeholders from institutions engaging in advanced research and development of biotechnology who are researchers and administrators in Singapore, the workshop will enable participants to identify research and technology that is at risk for illicit/licit transfer and malign use, understand and speak to the risks posed by proliferator actors to advanced areas of STEM research such as biotechnology; formulate institutional best practices to secure their advanced and emerging technologies through red flag procedures as well as communication and cooperation within the institutional system; and recognize next steps for improving innovation and research security through communication with relevant government organizations.

Tasks and Deliverables:

1. Develop and lead a two-day **in-person** workshop for stakeholders from Singapore to include creation and implementation of:

- a. Agenda for the event
- b. Training Material Development
 - i. Presentation Decks / Leave-Behind Materials for Participants that may include:
 1. Dual-use awareness raising, and threat landscape for biotechnology research and data.
 2. Formulating institutional Know Your Customer/due diligence/red flag procedures and inter-university and academic-government collaboration to continually improve these practices.
 3. One table-top/interactive exercise on red flag procedures.
 4. Case Studies on the acquisition of sensitive biotechnology research through screening and due diligence failures and/or collaborations between academia and government to enhance research security best practices on an institutional level.
 5. List of open-source or low-cost resources/tools participants can use to improve institutional research security and/or enterprise-wide research security within the biotechnology sector.

2. Travel to Singapore to conduct the workshop **in-person**. CRD*All contracted experts will be required to be in regular communication with CRDF Global as determined by the contract and all contracted experts will be expected to complete final reports after the completion of all other tasks as well as debrief call(s). F Global will arrange travel support for up to two subject matter experts and arrange for all event logistics.

Contractor Requirements:

A successful proposal must highlight a strong understanding of some of the following topics:

- Biotechnology
- Research Security
- Proliferator state strategies targeting research institutions
- Illicit proliferator state cyber and technology transfer activity
- University compliance best practices

While not required, preferred proposals will include:

- Connections to emerging tech and advanced technological institutions, particularly in the biotechnology space in Singapore
- Experience with and ability to speak to and design two-day workshops for participants in Singapore on the above topics.

Proposal Requirements:

Each proposal must include:

- Statement of Interest and Technical Capabilities
- Cost proposal (if you intend to propose a fixed cost, please include your hourly rate)
- CV(s) (if tasks will be completed by a team, all team members' CVs should be submitted as one document)
- List of recent experience in the RFP Subject Matter area 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

Timetable:

July 24, 2023: RFP Questions due

July 28, 2023: RFP Questions & Answers released

August 01, 2023: RFP submissions due

September 01, 2023: Contract start date

Contractor Selection Criteria:

CRDF Global will select the contractor that provides the best value in terms of expertise, past performance, and labor rate. The SME(s) must demonstrate through their proposals:

1. Proven experience in the subject matter expertise listed in the **Summary** section
2. Their qualifications are based on the Mandatory and Preferred requirements as listed in the **Contractor Requirements** Section
3. The ability to perform the work described in the **Deliverables** Section.

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.

Submission:

Proposals should be submitted to procurement@crdfglobal.org & akelkar@crdfglobal.org , no later than **August 01, 2023**. 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

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.