

**CRDF GLOBAL
REQUEST FOR PROPOSAL**

Deadline: December 31, 2025

Summary:

CRDF Global is seeking subject matter experts (SMEs) to support two one-day conferences in São Paulo and Belo Horizonte, Brazil, in March 2026. The events will bring together representatives from the Brazilian mining and mining-adjacent private sector (finance, infrastructure, etc.) to strengthen capacity related to reputation and compliance risk management in large transactions across the critical mineral supply chain. In addition to the one-day sessions, CRDF Global may also request SMEs to provide targeted consultations with selected participants or local partners.

Scope:

CRDF Global seeks subject matter experts (SMEs) with demonstrated experience in transaction due diligence, KYC/KYCC compliance, and other considerations in reputation and compliance risk management within the mining or critical minerals sectors. The selected SMEs will support CRDF Global in the design and delivery of two one-day conferences in São Paulo and Belo Horizonte, Brazil, in March 2026.

Working under CRDF Global's technical direction, the SMEs will contribute to the development of session content, case studies, and practical tools aimed at strengthening due diligence and reputation and compliance risk mitigation practices within Brazil's mining and mining-adjacent private sector. The training will equip participants with frameworks to identify red flags in high-value transactions and conduct robust partner vetting along the critical mineral supply chain.

The SMEs will collaborate closely with CRDF Global, the U.S. Department of State, and Brazilian private-sector stakeholders to tailor presentations and interactive components to local industry needs. The conferences will include lectures, facilitated discussions, and a tabletop exercise (TTX) focused on risk assessment, compliance challenges, and oversight considerations in the context of large-scale transactions. In addition to the one-day sessions, selected SMEs may also be asked to provide targeted consultations for participants or local partners to further support the application of best practices introduced during the conferences.

Tasks and Deliverables:

The contractor will be responsible for completing the below general tasks outlined for each workshop with additional details added based on the specific scope of the workshop:

Task One: Developing Conference Agendas

The contractor will participate in a kick-off meeting with CRDF Global to review project objectives, clarify expectations, and coordinate roles. Following the meeting, the contractor will be responsible for fully developing the agendas for the two one-day conferences, including session sequencing, technical content, case studies, and TTX design. The agendas should align with the program's goals of strengthening due diligence, compliance, and oversight within Brazil's mining and critical minerals sectors.

Task One Deliverables:

- Develop and submit complete draft agendas for the two one-day conferences, including proposed session sequencing, technical content, case studies, and TTX design.

Task Two: Contributing to Development of Conference Materials

The contractor will develop all technical materials required for the two one-day conferences, including presentations, case studies, reference materials, and content supporting the tabletop exercise (TTX). Materials should align with the program's focus on due diligence and KYC/KYCC compliance within the mining and critical minerals sectors. All materials should reinforce the agendas developed under Task One and support effective delivery of each session.

Task Two Deliverables:

- Develop all conference materials, including presentations, case studies, reference materials, and handouts
- Submit final conference materials to CRDF Global for review and approval.

Task Three: Delivery of Conferences and Consultations

The contractor will travel to São Paulo and Belo Horizonte, Brazil, to deliver the sessions outlined in the approved agendas for the two one-day conferences scheduled for March 2026. The contractor will coordinate closely with CRDF Global to ensure smooth integration of their presentations, case studies, and support the tabletop exercise (TTX) into each conference. As needed, the contractor may also participate in targeted consultations with participants or local partners to reinforce the application of due diligence, compliance, and risk mitigation practices.

CRDF Global will provide all travel arrangements to and from each conference location, including airfare, lodging, airport transfers, per diem in accordance with U.S. Department of State rates, and travel medical insurance.

Task Three Deliverables:

- Deliver all assigned presentations and materials during the one-day conferences in São Paulo and Belo Horizonte.
- Support discussions, the TTX, and participate in consultations with participants or local partners as requested by CRDF Global.

Task Four: Conference Close-out, Reporting and Evaluation

The contractor will complete and submit to CRDF Global an after-action report summarizing the technical outcomes of the conferences, including activity successes, key observations, participant feedback, and recommended areas for future programming. The report should reflect insights from both conferences in São Paulo and Belo Horizonte, as well as any consultations conducted with participants or local partners.

Task Four Deliverables:

- Submit an after-action report summarizing the technical outcomes, outlining activity successes, key observations, participant feedback, course feedback, and recommended areas for future programming.

Contractor Requirements:

Evaluations will be based on CRDF Global's evaluation of the Contractor's ability to meet CRDF Global's key requirements. That includes 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.

Proposal Requirements:

- Statement of Interest and Technical Capabilities
- Cost proposal
- CV(s)
- 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:

December 26, 2025: RFP Questions due

December 29, 2025: RFP Questions & Answers released

***December 31, 2025:* RFP 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 Transaction Due Diligence, Compliance Risk, and Reputational Risk Management in the Critical Minerals Sector.

Selection Criteria and Evaluation Methods

Evaluation Factors

1. Technical Approach
2. Key Personnel and Qualifications
3. Management Approach
4. Price/Cost
5. Small Business Utilization (if applicable):
6. Risk Management

Evaluation Methods

7. Best Value Trade-Off:

Evaluation Scoring Methodology:

Proposals will be evaluated based on the following scoring system:

8. Excellent (5): Exceeds all requirements and offers superior benefits.
9. Good (4): Meets all requirements with some additional value.
10. Acceptable (3): Meets all minimum requirements.
11. Marginal (2): Meets some requirements but has deficiencies.
12. Unacceptable (1): Fails to meet requirements.

Basis for Award:

The award will be made to the offeror whose proposal provides the best value to the government, considering both technical and price factors. The government reserves the right to make an award to other than the lowest-priced offeror if a higher-priced offeror demonstrates superior technical capabilities.

Submission:



Proposals should be submitted to procurement@crdfglobal.org & oosgood@crdfglobal.org , no later than **5:00 PM EST on Wednesday December 31, 2025**. 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.crdglobal.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.