



U.S. Overseas
Cooperative
Development
Council



SOLICITATION TYPE: REQUEST FOR EXPRESSION OF INTEREST
SOLICITATION NO.: CRED_42
DATE OF ISSUANCE: April 15, 2022
CLOSING DATE: May 27, 2022
TITLE: Consultancy on Creative Commons Licenses

The [International Cooperative Research Group](#) (ICRG) of the [U.S. Overseas Cooperative Development Council](#) (OCDC) is requesting expressions of interest from individual consultants and firms to provide advice on Intellectual property (IP) and Creative Commons Licensing and its use in the context of ICRG's activities.

I. Background

OCDC is a member association of cooperative development organizations (CDOs) working internationally, principally on the Cooperative Development Program (CDP) funded by the U.S. Agency for International Development (USAID). ICRG is a division of OCDC and serves as a learning center for the CDOs and an innovative research institution. The ICRG performs research, education, and dissemination activities to strengthen its programming and international cooperative development globally.

The ICRG carries out original, solution-oriented research and supports the members of the OCDC through designing and executing cooperative development programming that strengthens governance, leadership, gender empowerment, youth engagement, financial management, market performance, and advocacy. As a non-governmental, non-profit membership organization conducting research and dissemination of research results, ICRG is seeking to engage with an expert in the Creative Commons field.

II. Scope of Work: Description of anticipated Tasks and Objectives

Period of Performance and Indicative LOE: May 2022 to July 2022.

ICRG is seeking a short-term Intellectual property (IP) legal consultant to help it better understand the concept of Creative Commons Licensing and its use in the context of ICRG's activities as a non-governmental non-profit membership organization conducting research and dissemination of research results. Specific needs of ICRG include, among other issues, attribution, and preservation of quality of research products while safeguarding the rights and acknowledging the inputs of collaborating individuals and organizations. A formulated policy is to be added to a set of policies guiding ICRG's research.

Specific tasks to include:

- Consulting with ICRG staff so that consultant understands related needs and expectations, including the use of research and other products via the website.
- Advising ICRG staff on available common licensing options, obtaining them, and use.

- Formulation of a Creative Commons Licensing policy and language to be used in relation to the use of ICRG products.

Deliverables to include:

1. Consultative meeting(s) with ICRG staff to brief the consultant on the needs and types of products that may affect the licensing options.
2. A brief presentation to ICRG on common license or other IP options available and best suited for ICRG purposes including the use of research and other products via the website.
3. Briefing of ICRG on license-related processes and training of staff, as appropriate.
4. Drafting of ICRG's Creative Commons License Policy and formulation of language to be used in relation to the use of ICRG products based on recommended options.

III. General Instructions:

All responses to this EOI must be submitted by May 27, 2022, via email to submissions.researchgroup@ocdc.coop with the subject line: IP EOI_NAME.

Interested individuals or organizations should submit their Expression of Interest and any relevant information relative to the illustrative tasks outlined above. Before appendices, expressions of interest should be no more than 2 pages in length. Responses must include:

1. Contact information:
 - full name, title, email, and phone of the contact person
 - organization name, address telephone number, e-mail address, and website, as applicable;
2. Legal Status to be contracted (e.g. individual, organization);
3. Brief presentation of capacity including relevant experience and year(s) in business;
4. A brief narrative explaining what makes you/your organization qualified for this action; and
5. Desired rates for compensation.

Examples of past work may be included in appendices.

A response to this request for Expression of Interest does not automatically ensure that you or your organization will be selected to participate in future procurement actions.

IV. Evaluation and Selection Process

This EOI is open to **firms or individuals registered in the U.S. or USAID-assisted countries** with significant experience and the ability to provide the services outlined above.

Technical & Cost Evaluation

Criteria	Maximum Possible Points
A. Technical	
Previous successful experience in similar activities. Appropriate level of qualification, experience, and availability to support this assignment.	75 (Maximum Possible Points)

B. Cost	
Reasonableness of proposed budget based on the scope of activities proposed.	25 (Maximum Possible Points)
Maximum Score:	100

V. Disclaimer and Protection Clauses

- This EOI is not mandated to result in the direct issuance of a contract
- ICRG may cancel this request for expression of interest
- ICRG may reject any or all responses
- ICRG reserves the right to disqualify any offer based on the offeror's failure to follow EOI instructions
- ICRG will not compensate offerors for response to this EOI
- ICRG may choose to award only part of the activities in the EOI or issue multiple awards based on these EOI activities
- ICRG may request from short-listed offerors a second or third round of either oral presentation or written response to a more specific and detailed statement of work