

## **Specification**

### **Title**

Outsourcing of Research and Development for Educational Options for School-Age Children of OIST Employees

### **Introduction**

The Okinawa Institute of Science and Technology Graduate University (OIST) recognizes the importance of providing a conducive educational environment for the school-age children of its employees. As part of its strategic initiative to enhance staff recruitment and retention, OIST aims to establish a robust support system to ensure that employees can perform their duties without concerns about the academic growth opportunities available for their children.

This project focuses on developing high-priority educational options for high school students and aims to lay the groundwork for a sustainable framework. To this end, OIST plans to initiate a one-year research and pilot development project from May 2025 to March 2026.

A preliminary study aimed at understanding the needs of OIST employees and their school-age children, particularly regarding high school education options, is scheduled for January 2025. The findings of this study will be shared with the successful bidder of this competitive procurement process.

### **Goal**

The primary goal of this project is to explore and develop preliminary measures to provide diverse and high-quality high school education options for OIST employees' children. By addressing the challenges posed by limited schooling options, this initiative aims to strengthen OIST's ability to recruit and retain top-tier scientists and academics as well as highly skilled professionals who might otherwise be deterred by concerns over their children's education.

### **Contract Term**

The contract period will be from date of contract to March 31, 2026.

### **Scope**

The project will involve research, proposal and pilot development of educational options tailored to the needs of OIST employees' children. Details and execution plans are expected to be proposed by the contractor based on their expertise and creativity.

## **Deliverables**

The contractor will be required to submit a comprehensive report, propose viable solutions, and develop a pilot program. Specific deliverables will be agreed upon during the project initiation phase.

## **Inspection**

OIST will review and inspect deliverables upon submission. The contractor's presence is not required for inspections.

## **Payment**

Payment terms will be based on the completion of agreed milestones. Invoices must be submitted promptly after milestone completions, and payments will be processed within 30 days.

## **Communication Rules**

Regular communication is required to ensure alignment and address any potential issues. Monthly progress updates will be scheduled. Additionally, the contractor will organize workshops as appropriate to provide interim progress reports and facilitate information exchange with the OIST community. These workshops will serve as a platform for gathering feedback and fostering collaboration among stakeholders.

## **Eligibility**

Applicants must demonstrate:

- Expertise in educational research and development.
- Proven experience in designing and implementing innovative educational programs.

## **Other Conditions**

1. A service contract will be concluded using the standard OIST contract form.
2. All deliverables and intellectual property generated through this project will be owned by OIST.
3. Confidentiality and data protection standards outlined in the standard contract form must be adhered to.