REFEDS

REFEDS Contracts 2017

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1. Background

The mission of REFEDS (the Research and Education FEDerations group) is to be the voice that articulates the mutual needs of research and education identity federations worldwide. The group represents the requirements of research and education in the ever-growing space of access and identity management, working with and influencing the direction of other organisations on behalf of our participants.

REFEDS is funded by sponsors and operates an annual workplan to benefit its participants. From time-to-time, REFEDS seeks external contractors to support its work – particularly where specific expertise is needed. This document outlines the REFEDS Contracts for 2017.

More information about REFEDS can be found at: https://refeds.org.

2. Scope:

REFEDS is looking for proposals to support the following workareas in 2017. Further details can be found on the REFEDS 2017 Workplan at: https://wiki.refeds.org/display/WOR/2017+REFEDS+Workplan.

Ref	Work Area	Description	Skills Required
REF17-2/3	Support for Specialist Working Groups and REFEDS Communication	To provide secretarial support for the REFEDS Working Groups, as described in the workplan above To support REFEDS in engaging with publishers and developing REFEDS work areas that can support publishers – with a specific focus on discovery To develop a specification for a Federation Service Catalogue based on community requirements	Project Management, experience of managing groups, good communication skills, knowledge of federations, SAML and the research and education environment

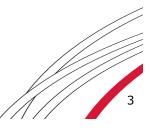| REF17-4	Support for REFEDS Standards and Specifications	To provide support for REFEDS specifications going through the RFC process, including the open SAML Entity Category and MDA drafts To support REFEDS in developing a Federation Metadata Submission API standard in partnership with Federation Operators across the globe	Excellent understanding of SAML and related technologies, experience in drafting standards (specifically RFC drafting), high standard of written English
REF17-5	Support for the REFEDS MET Tool	To provide general support, bug fixes and new feature developments for the REFEDS MET tool	Python, Github, software quality assurance, project management

3. Proposal Requirements:

Parties interested in undertaking this work should submit a short proposal to contact@refeds.org by 26th May 2017. The proposal should:

- Be no more than 3 A4 pages in length.
- Clearly indicate which work packages the proposal addresses.
- Include a full budget breakdown.
- Include a brief CV of the individual(s) involved.
- Describe how the proposal will address the workpackages shown above.
- Commit to delivering outputs in accordance with the REFEDS Participant Agreement: https://refeds.org/about_agreement.html.
- Agree to meet the general terms and conditions for GÉANT Contractors: http://www.geant.org/About/Joining_GEANT/Documents/GA-Terms-and-Conditions-of-Contract-for-Services_oct2016.pdf.

Due to the specialist nature of each of the areas described in the document, REFEDS is not expecting any offer to cover more than one of the proposed work areas and will issue three separate contracts for the work described.

4. Process:

This requirements document will be made available to the REFEDS Community and

wider groups on 2nd May 2017. Interested parties will have four weeks in which to submit a proposal. Proposals should be submitted to contact@refeds.org by no later than midday on 26th May 2017 (CET).

The REFEDS Steering Committee will consider the bids in conjunction with the REFEDS Coordinators. The successful bidder will be informed no later than 2 weeks after the submission date.