



BRITISH  
FASHION  
COUNCIL

## INVITATION TO TENDER

### Implementation Partner, IPF Low Carbon Transition Programme

**20<sup>th</sup> October 2023**

#### ABOUT THE BFC

The British Fashion Council (BFC) is a not-for-profit organisation focused on the responsible growth, innovation, and amplification of the British fashion industry. We champion British fashion on the world stage by pioneering world class programmes that unlock and elevate British creative talent. This is made possible and fuelled by an extraordinarily diverse and inspiring community of advocates, icons, experts, and fans.

#### SUMMARY

The Greater London Authority's UK Shared Prosperity Fund (UKSPF) is to support early-stage London-based businesses in high-growth sectors. Taking a whole systems approach to invest in infrastructure to deliver effective decarbonisation across energy, buildings, and transport and beyond, in line with our legally binding climate target. Maximising existing or emerging local strengths in low carbon technologies, goods, and services to take advantage of the growing global opportunity.

The BFC has been awarded funding to support the fashion sector transition to low carbon, and the project will be aligned to the British Fashion Council's Institute of Positive Fashion (IPF), which was launched in 2020.

The project will deliver against the UKSPF outcomes, which will see the IPF supporting decarbonisation whilst helping to grow the local economy.

The BFC is looking to appoint a partner to develop and implement low carbon transition business plans for SMEs including micro businesses. The Partner will also supporting and implement these plans into 50 London-based businesses, as selected by the BFC. . These plans should take into account business growth, and be embedded across the business such that the SMEs are able to confidently take forward the plans in the future to enable them to continue the sustainability and low carbon journey beyond the lifecycle of this project timeline.

The Partner should have technical carbon expertise across the fashion and textiles supply chain, and have experience in creating and implementing carbon reduction pathways for businesses. They should possess an understanding of relevant UK and EU Commission policies on waste, emissions and recycling, and have knowledge of how a move to the circular economy could play a part in achieving net zero ambitions. The Partner should have experience with working with SMEs and micro businesses, ideally.

The Partner will identify business actions to be taken to drive businesses individually to move to new innovative models which are circular in nature. Legislation and regulation will play a critical part in this, as well as a need to consider how to bring new skills to the workforce. One of the project's

ambitions is also to look at how a move to circularity will contribute to a net zero future for our industry .

Finally, the solution must be an easy, accessible process as many of the SME businesses who will be engaged in this programme are made up of very small teams and have varying levels of sustainability understanding and experience

This is a high-profile, results-oriented project with global reach and significant influence. Full context and background can be found below in the Research Brief section.

If you are unable to address all elements of the brief, please recommend a suitable partner with to collaborate with.

### TENDER PROCESS

Please submit a full tender response to the brief outlined below. At a minimum your tender should include:

- A playback of the BFC requirements
- An overview of deliverables per approach, content, and outcomes
- Details of your relevant experience in creating carbon reduction pathways, circular economy and fashion & textiles industry (UK and other markets), understanding of policy around waste and emissions, and expertise in measurement of scope 3 emissions across business operations
- Details of exclusions, assumptions, any anticipated risks, and dependencies
- Timelines for engagement and a high-level overview plan
- Itemised cost breakdown

The procurement of this contract will be via a one-stage invitation to tender process (with no pre-qualification questionnaire stage). However, tenders received will be tested against minimum essential selection criteria on a pass or fail basis. Those that pass will then be scored against the award criteria set out below. The selection will be based on:

- Your capabilities to deliver on this brief
- Examples from previous work
- Expertise in the circular economy, UK waste and recycling infrastructure, relevant policy

Tenders that pass the selection process will be considered against the following award criteria:

Award criteria	Maximum score	Weighting
Understanding of the aims of the brief, including demonstration of how the brief will be delivered	5	40%
Value and value-add; to include cost, details of experience, differentiation against competitors	5	40%
Methodology and critical path to deliver required activities	5	10%
Overall quality of proposal	5	10%
<b>Total score</b>	<b>20</b>	<b>100%</b>

Maximum total score = 20

Weighting: 1 = Poor 5 = Excellent

## TENDER DEADLINE

All submissions must be received by Wednesday 15<sup>th</sup> November at 12:00pm. Responses should be emailed to the BFC's IPF team, subject header: "Low Carbon Transition Programme: ITT response"

[hello@instituteofpositivefashion.com](mailto:hello@instituteofpositivefashion.com)

## PROGRAMME BRIEF:

### BACKGROUND

[www.instituteofpositivefashion.com](http://www.instituteofpositivefashion.com)

## PROGRAMME OBJECTIVES AND OUTPUTS

We expect the Partner to:

- Develop low carbon pathway across fashion's supply chain and product lifecycle
- These pathways be translated into individual "low carbon transition plans" tailored for each SME, using their primary data such that each business has a plan to reduce their emissions and be on the path to UN Net Zero targets
  - These plans are to take into account business growth and scaling over time
  - These plans should consider how circular business models and a more wholesale move to circularity in the supply chain, is part of the net zero journey
- Identify specific carbon "hot spots" for each business, and identify priority approach to reduce, as the business scales up
  - Map these areas to relevant UK & EU policy & regulation changes, for example Waste Framework Directive and Digital Product Passports
- Work with each SME business to help them baseline their Scope 1, 2 and 3 emissions across their supply chain and product lifecycle, and work with them to embed this approach across their business:
  - This would involve but not be limited to:
    - technical calculations of Scope 3 emissions, use of credible assumptions and relevant industry LCAs (life cycle analysis) to support any assertions as relevant to the fibres and textiles being used
    - Raw material and product development choices – applicability for recycled and recyclable content and use of upcycled textiles in any collections
    - Manufacturing facilities used
- A methodology to help the SMEs record and baseline their emissions and be able to re-measure/ reassess to record impact and improvement:
  - This could be via existing, open-access/ open source tools which are free and available to use
  - The methodology must be easy-to-use, user-friendly and accessible to suit micro business integration and to be used by those with varying levels of sustainability

understanding and experience

- Identify other GHG emissions as a nice-to have, for example societal improvement hotspots and connection back to the Doughnut Economics model and SDG framework
- Provide a summary report at the end of the project on overview, learnings, outcomes and impact, including presentation of this through a webinar to the BFC network at Program completion

#### **Stakeholder Engagement:**

Engagement with the SMEs will be through the BFC - both the IPF Team and the Designer Relations & Membership teams. They will coordinate roundtables and interviews with SME community to drive early insights into some key business challenges they face when measuring their carbon footprint.

### **KEY DATES**

- **15 November 2023 at midday:** Submission. Responses submitted after this time will not be reviewed
- **By 27 November 2023:** Notification of shortlist and interview
- **Estimated between 6 – 13 December 2023:** Interviews and notification of outcome
- **15 January 2024 – 31 January 2025:** Project commences and deliver programme of work
- **February 2025:** final report write up, approvals
- **April 2025:** Potentially present programme overview at IPF Forum - **to be confirmed**

There may be invitation to participate in other BFC-led events including panel discussions during London Fashion Week

### **SUBMISSIONS**

The BFC will treat all responses confidentiality and equally, and responses will not be shared outside of the BFC.

### **OTHER MAIN DELIVERABLES**

- Project management: creation of delivery plan, regular update meetings, bi-weekly and/ or monthly status reports (frequency to be determined as the programme progresses), risks, issues, dependencies
- Liaising with external stakeholders for the purposes of completing the scope
- Liaising with internal BFC stakeholders for the purposes of successfully implementing the plan



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