

**British Fashion Council's Institute of Positive Fashion's
Low Carbon Transition Programme Phase 2 – Project Brief**

**3RD APRIL 2025 - INVITATION TO TENDER: IMPLEMENTATION PARTNER, LOW
CARBON TRANSITION PROGRAMME PHASE 2**

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 designed to support early-stage London-based businesses in high-growth sectors. The Low Carbon Transition (LCT) Programme ran between April 2023 and March 2025 and supported 50 London-based fashion businesses to measure their greenhouse gas (GHG) emissions, develop bespoke decarbonisation roadmaps to 2030 and explore circular economy business models.

Following on from the success of the original programme, the BFC is pleased to announce it has been awarded additional funding to support a year's extension on the programme.

The BFC is looking to appoint a partner to support the development of decarbonisation roadmaps up to 2030, for 25 London-based fashion SMEs, including micro businesses. The requirements are listed below. These decarbonisation plans should consider business growth and be embedded across the business to help SMEs to confidently take forward the plans into the future, enabling them to continue the sustainability and low carbon journey beyond the lifecycle of the project timeline.

The partner should have technical carbon expertise across the fashion and textiles supply chain as well as experience in creating and implementing carbon reduction pathways for businesses. The partner should possess good understanding of relevant UK and EU Commission policies on waste, emissions and recycling as well as knowledge on how the move to a circular economy can play a part in achieving net zero. The partner ideally should have experience working with SMEs and microbusinesses. The partner will identify business actions to be taken to drive businesses individually to move to new, innovative, circular economy business models. Legislation and regulation will play a critical role in this, as well as the need to consider how to bring new skills to the workforce.

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.

Tender process

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

- A playback of 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 & textile industry experience (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:

- Capability to delivery on this brief
- Examples from previous work
- Expertise in GHG emissions measurement, decarbonisation, circular economy and relevant ESG/climate policy

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

Scoring criteria

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

Award criteria	Max. 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%
Total score	20	100%

Note: Maximum total score: 20; Weighting: 1 = Poor, 5 = Excellent

Tender deadline

All submissions must be received by Thursday 24th April 2025 at 5pm. Responses should be emailed to BFC’s IPF team at emma.early@britishfashioncouncil.com with subject header: “Low Carbon Transition Programme Phase 2: ITT Response”

Programme brief

We are looking for support across two key elements, relating to Phase 1 and Phase 2 of the programme, details of which are listed below.

a) Phase 1 - programme activities

BFC would like to offer continued access to a GHG measurement tool so that businesses are able to re-measure their emissions baseline and track progress towards their decarbonisation targets. To do this, we are looking for a partner to:

- Support measurement of scope 1, 2 and 3 emissions of a selection of SME fashion businesses, including their supply chain and product lifecycle
- Provide BFC with high-level analysis on emissions and decarbonisation progress

b) Phase 2 - programme activities

BFC is looking for a partner to support a further 25 new fashion businesses in measuring their emissions and developing a decarbonisation roadmap tailored to their business. BFC is looking for a partner to:

- Measure scope 1, 2 and 3 emissions across supply chain and product lifecycle
- This should involve but limited to:

- Technical calculations of Scope 3 emissions, use of credible assumptions and relevant industry LCAs (lifecycle analyses) to support any assertions as relevant to 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
- Identify carbon hotspots for each business, and identify priority approach to reduce
- Develop individual draft decarbonisation roadmaps for each SME, including decarbonisation levers across fashion’s supply chain and product lifecycle, tailored to their business. These must:
 - Take into account business growth and scaling overtime
 - Consider how circular economy business models and a more wholesale move to circularity in the supply chain is part of the net zero journey
- Provide template for businesses to develop finalised and tailored decarbonisation roadmap they can take forward
- A methodology to help the SMEs to 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 and connection back to Doughnut Economics and SDG framework
- Provide a summary report at the end of the programme to include:
 - Overview
 - In-depth analysis of data – incl. emissions measured, identified and CEBM-specific data
 - Key learnings
 - Progress on outputs/outcomes
 - Impact of the project

Other requirements

- Project management: Creation of delivery plan, regular update meetings, bi-weekly and/or monthly status reports, risks, issues, dependencies
- Liaising with external stakeholders for purpose of completing the scope
- Liaising with internal BFC stakeholders for the purpose of successful implementation of plan

Stakeholder engagement

BFC will lead engagement with the SMEs, through the IPF and Designer Relations & Membership teams. They will coordinate review workshops and interviews with SME community to drive early insights into any key business challenges faced when measuring their carbon footprint.

Key dates

- Submissions due: 5pm Thursday 24th April 2025
- Notification of shortlist and interview: w/c 28th April 2025
- Interviews and notification of outcome: w/c 5th May 2025
- Project commences and deliver programme of work: w/c 12th May 2025
- Final report write-up: 16th January 2026

Submissions

The BFC will treat all responses confidentially and equally and all responses will not be shared outside of BFC.