



REQUEST FOR QUOTE

ATSP Site Evaluation, Selection & Permits

UK Fashion & Textile Association (UKFT), through the Innovate UK funded Accelerating Circular Textiles (ACT) project seeks to appoint consultants to undertake site evaluation, selection and securing of relevant permits for an Automated Textile Sorting & Pre-Processing (ATSP) facility in the UK.

BACKGROUND

UKFT is leading the ACT project, a consortium of 21 partners who have been awarded funding through Innovate UK to create a blueprint for a 25,000 tonnes/year ATSP. This will provide the crucial stepping stone to enabling fibre-to-fibre recycling to scale up in the UK, by providing a fully automated solution for turning end-of-use, non-reusable textiles (NRTs) into a recyclable feedstock for making new textile products. Catalysing the development of this and other ATSPs will attract capital for UK-based textile recycling factories. The ACT Project consortium has partners from across the fashion and textile industry, from retailers including Tesco, M&S, New Look, textile collectors (Oxfam, Salvation Army) and recycling technologists (Worn Again Technologies, Camira). Further information can be found on the [ACT UK website](#).

The ACT Project is looking for a site for what is expected to be the first large-scale ATSP in the UK. The ATSP will be a global leader in the textile sector's circular decarbonisation transition. With an ambition to eventually source domestically the equivalent of more than [50%] of the raw material used to make UK apparel sold each year, over time, the ACT Project will catalyse development, bringing significant social, environmental, and economic benefits and opportunities to the region where it will be located and to the UK.

UKFT is the lead organisation in the ACT project. We are working closely on the site selection with Circle-8 Textile Ecosystems (Circle-8). Circle-8 will be the owner of the ATSP and the signatory on the site/building lease and, therefore, will be leading the day-to-day input and oversight of the consultants appointed under this RFQ.

THE CONTRACT

The scope of work will cover the period end February 2024 to 1 November 2024 (depending on activities, see below), with key parts to assist in selecting the site to be completed by June 2024.

We are prepared to consider proposals from organisations or consortia to deliver the whole project or elements within it, in which case more than one supplier would be appointed to deliver the activities required. Please clearly indicate in your response which parts of this RFQ you wish to deliver from our requirements listed below.

UKFT reserves the right to change the length and value of the contract should there be a change in the requirements of the ACT Project.

REQUIREMENTS

UKFT seeks to appoint a consultancy, individual consultants, or a group of associates (submitting a joint proposal) to deliver the work outlined below.

Activity	Scope
Site Evaluation & Shortlist	<ul style="list-style-type: none"> • Develop evaluation assessment criteria, with stakeholder input • Further research, including approaching potential sites to ensure relevant information is gathered • Undertake Stage 1&2 evaluation to create shortlist • Support visits to shortlisted sites (min 6 sites) [meaning also attend or not necessarily?] • Undertake any further research needed for shortlisted sites • Support Stage 4 evaluation to choose preferred site, with 2 "back-up" sites
Site Development Plans & Planning Permission	<p>Develop a project plan of 3 preferred sites, with a budget and a risk assessment:</p> <ul style="list-style-type: none"> • Work with Circle-8 engineering team to finalise exact site requirements • Assess whether the project can proceed under Local Development Orders, General Permitted Development or if planning permission/change of use is required • Assess requirements for building regulations approval • Review against other areas required (below) permits, building regulations, environmental impact reductions, etc to enable a comparative analysis • Consider sites suitability in relation to forthcoming changes to Environmental Permitting regulations that are expected to start being rolled out in 2024. Many used textile sorting sites currently operate under a T4 exemption. In the future all sites processing more than 5000 tonnes of textile waste will be required to operate under a full environmental permit. See https://www.gov.uk/government/consultations/reducing-crime-at-sites-handling-waste-and-introducing-fixed-penalties-for-waste-duty-of-care/outcome/supplementary-government-response

Lease	Commercial real estate advisor/broker for: <ul style="list-style-type: none"> • Support on-site identification • Economic cost analysis • Secure lease
Commercial Planning Permission	If required, secure planning permission/change of use: prepare, lodge, and revise the application to secure approval
Permits & associated assessments	To identify permit requirements and secure – Waste Operators Licence / Waste Transfer Site, Waste Carriers Licence, discharge, noise, permit to operate, fire risk assessment, fire management plan, environmental permits, COMAH, H&S
Environmental impact assessment	Undertake studies to assess negative impact mitigations and positive impacts promotion of site and its locality
Energy	If required, analysis of current and future demand, supply and cost, assessment of renewable energy, waste-to-energy options etc
Legal	Review terms of the lease (nb not in scope of Innovate UK grant)
Civil works consultant	For any build, refurbishment, liaise with engineering for layout etc
Logistics consultant	Holistic analysis of logistics of inputs and outputs from ATSP, regarding future facilities, ATSP suppliers & customers, and plant and stakeholder requirements <ul style="list-style-type: none"> • Roads proximity, capacity, limits • Train freight • Ports • Freight requirements • Export requirements
Stakeholder engagement	Work with stakeholders internal and external to the project to secure further collaborations, funding and opportunities in shortlisted locations Review industrial support services proximity, etc. plumbers, welders, electricians Review of local workforce against ATSP requirements

RFQ PROCESS

Please submit a response to the above requirements, your submission should include:

- Your approach to the brief, experience and capability of staff working on the project
- Project Plan & timeline with estimated number of days estimated to deliver parts of the brief you are quoting for
- Proposed fee structure, estimated days, daily rate
- Previous experience, examples of similar projects
- Any additional costs relating to scope of work, e.g. costs of filing for permissions
- Estimated travel costs

The procurement of this contract will be via a one-stage request-to-quote process, with no pre-qualification questionnaire stage. Proposals received will be tested against minimum essential selection criteria on a pass-or-fail basis. Those that pass will then be scored against the following award criteria:

Award criteria	Maximum score	Weighting
Your understanding of the aims of the brief, including a demonstration of how you will deliver	5	10%
Value for money – please submit a full budget and detail day rate	5	30%
Methodology to deliver required activities (detailed within budget)	5	25%
Capabilities and experience	5	30%
Overall quality of proposal	5	5%
Total score	25	100%

Maximum total score = 25
1 = Poor, 5 = Excellent

When awarding the contract, the Panel will consider a range of factors, not just the scoring of the proposals. Interviews may be required; you will be informed of this after we have reviewed all proposals. THE PANEL WILL SEE QUOTES

All submissions must be received by **5pm Tuesday 27th February 2024**. **Responses received after this deadline will not be accepted.**

Responses should be emailed to flor.canencia@ukft.org

THE PROCESS

UKFT aims to ensure that the purchase of goods/services/works using public Innovate UK funds is fair, open, transparent, objective and non-discriminatory, in order that funds are utilised properly. Opening opportunities to competition promotes efficiency and effectiveness in the use of public funds whilst ensuring that value for money is achieved not just by looking at prices but also by other criteria such as quality and innovation.

The process applied to the award of this contract will:

- Include processes to manage potential conflicts of interest
- Impartially assess each quote against the criteria outlined in this RFQ
- Select the winning bidder on merit and in accordance with the procedure laid down at the outset
- Provide feedback to all bidders on the outcome of the process
- In accordance with best practice, ensure a standstill period before issuing contracts

All complaints will be handled in a fair and transparent manner, in accordance with UKFT's Complaints Policy.

Please note that responses to this RFQ will be retained and may be inspected under audit by officers from Innovate UK.

ADDITIONAL INFORMATION

UK Fashion & Textile Association

UKFT is committed to delivering sustainable growth for the entire UK fashion and textile supply chain. We bring together brands, designers, manufacturers, suppliers, educators and retailers to promote their businesses and our industry, both in the UK and throughout the world.

We offer practical advice and technical support to help member companies grow. We champion the industry on a global stage and support UK companies to trade internationally.

With a growing focus on sustainability and innovation, UKFT is driving meaningful action in the transition to a circular economy.

To help attract, train and retain the best talent, we develop industry-led solutions to address critical skills gaps. We are passionate advocates of 'made in the UK', combining a fresh approach to cross-industry collaboration with over 100 years' of experience in supporting manufacturers.

Our President is HRH The Princess Royal.

<https://www.ukft.org/>

Circle-8 Textile Ecosystems

Circle-8 is unlocking fibre to fibre textile recycling in the UK, with a multiphase approach: To build, own and operate the UK's first large-scale polymer recycling plant for non-reusable textiles made from polyester and cotton by 2027, creating virgin equivalent circular raw materials for reintroduction into global supply chains. As a crucial pre-cursor to industry scale chemical recycling, Circle-8 will be solving the missing component: developing, financing and building a 25,000+ tonnes per year automated textile sorting and pre-processing facility (ATSP) for non-reusable textiles in the UK, creating a blueprint for multiple ATSPs. These facilities will sort and process NRT into high quality and economically viable feedstock for existing and emerging mechanical and chemical recycling plants to process back into raw materials. The ambition is to divert the estimated 780,000 tonnes of NRT generated in the UK each year away from landfill and incineration and back into new textiles.

<https://circle8ecosystems.co.uk>