



SCIENCE  
BASED  
TARGETS

DRIVING AMBITIOUS CORPORATE CLIMATE ACTION

# REQUESTS FOR PROPOSALS

Support for the Timber and Wood Fiber Pathway  
Revision

April 2025

## ABOUT SBTi

The Science Based Targets initiative (SBTi) is a corporate climate action organization that enables companies and financial institutions worldwide to play their part in combating the climate crisis.

We develop standards, tools and guidance which allow companies to set greenhouse gas (GHG) emissions reductions targets in line with what is needed to keep global heating below catastrophic levels and reach net-zero by 2050 at latest.

The SBTi is incorporated as a UK charity, with a subsidiary SBTi Services Limited, which hosts our target validation services (together with SBTi, the “SBTi Group”). Partner organizations who facilitated SBTi’s growth and development are CDP, the United Nations Global Compact, the We Mean Business Coalition, the World Resources Institute (WRI), and the World Wide Fund for Nature (WWF).

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## OVERVIEW

The forest, land and agriculture (FLAG) sector, also known in the scientific community as the Agriculture, Forestry, and Other Land Use (AFOLU) sector, or just the land sector, has been historically difficult to evaluate with GHG accounting and target-setting approaches. But FLAG nonetheless represents about 22% of net anthropogenic GHG emissions in tonnes of CO<sub>2</sub> equivalent (~13 GtCO<sub>2</sub>e per year), with about half from agriculture and half from land use, land-use change and forestry (LULUCF) (IPCC, 2022). Within the FLAG Guidance, the timber and wood fiber pathway provides companies with significant forestry activities in their value chain with a method to set FLAG targets.

This project was triggered by the [suspension of the use of the timber and wood fiber pathway](#). The pathway does not serve the intended purpose of incentivizing emissions reductions by target-setting entities and the objective of the suspension is to allow for the SBTi to conduct a revision of the timber and wood fiber pathway.

The project is a major revision of the timber and wood fiber pathway which aims to provide companies with significant FLAG-related emissions associated with timber and wood fiber with an updated target-setting method. It will encourage companies with significant forestry activities in their value chain to reduce their emissions and enhance their removals in line with what is needed for 1.5°C.

The intended end-users of the timber and wood fiber revised pathway are forest and paper products sector companies and companies with emissions related to timber and wood fiber accounting for 10% or more of their FLAG emissions and is intended to enable them to set FLAG targets aligned with a 1.5°C trajectory on their land-based emissions and removals.

The key objective of the timber and wood fiber pathway revision is to provide a near- and long-term pathway for companies to set FLAG targets over land-based emissions and removals associated with timber and wood fiber.

Please note that the timber and wood fiber pathway is a pathway included in the FLAG Guidance and as such, the scope of the pathway will be aligned with the scope of the current FLAG Guidance.

For further information, please refer to the [Terms of Reference](#) of the project and the [Project Summary](#) for the timber and wood fiber pathway revision<sup>1</sup>.

The SBTi is seeking to hire a technical partner that can provide support to the project team in researching and updating the timber and wood fiber pathway, writing the synthesis report, technical foundation paper and provide relevant information for the SBTi team to develop the basis for conclusion, and desirably supporting the project manager with project management activities, such as supporting with Expert Group meetings. Additionally, the technical partner will provide support to the project team in the public consultation and pilot testing phases, as

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<sup>1</sup> Information on the FLAG pathways, including the previous timber and wood fiber pathway, is available in the [SBTi Forest, Land and Agriculture Guidance V1.1](#) (section 4) and the [FLAG Methods Addendum](#) (section 5).

well as the finalisation of the documents. The SBTi will always have the ultimate authority over the content of the documents and any supporting materials. The SBTi will oversee, handle and maintain control of all stakeholder feedback. The technical partner will only act in an advisory and support capacity, assisting with research, data analysis, and drafting.

The scope of required services are outlined below:

1. Assess and document the limitations and issues in the suspended timber and wood fiber pathway and research other existing emissions scenario data.
2. Assess the uncertainty of the accounting guidance for the forestry sector (also called forest carbon accounting, which refers specifically to the land-based emissions associated with forestry activities).
3. Provide a revised near-term pathway for land-based emissions associated with timber and wood fiber.
4. Provide a long-term pathway for land-based emissions associated with timber and wood fiber.

The objective is to develop an updated timber and wood fiber near- and long-term pathway by Q2 2026 with a draft delivered for consultation by Q4 2025, under which companies will be able to set FLAG science-based targets for their land-based emissions associated with forestry.

The project is expected to commence in Q2 2025 and conclude in Q2 2026. The total budget allocated for the project is \$80,000.00 USD, with funding provided by the SBTi core funding.

## 2. PROPOSED WORK

The project comprises the following broad phases and activities. Expected support to be provided by the vendor is described below for each phase.

### 1. Research and drafting

- Review available SBTi resources for the sector, such as the existing guidance, pathways and scientific literature, to identify possible gaps in scope, boundary, or key sector issues to be addressed.
- Based on the above, research into pathways aligned with 1.5°C scenarios relevant to the timber and wood fiber commodity within the FLAG sector and develop the new pathway.
- Develop drafts of the Pathway Technical Foundation Paper and Synthesis Report based on the outcomes of the previous phase.
- Develop a draft of the Target-Setting Tool to integrate the new pathway development.
- Integrate feedback from Expert Group members and internal SBTi reviewers, revising drafts as directed by the SBTi.
- Assist in preparing responses for feedback on the initial drafts and support the development of the consultation drafts.

## Deliverables

- **Initial and Consultation drafts** of the **Pathway Technical Foundation Paper, Synthesis Report** and the **Target-Setting Tool (Excel file)**, along with supporting material needed for consultations. The technical partner will assist in drafting the documents under the SBTi's direction. The SBTi will maintain control of all raw feedback from expert reviews. While the technical partner may assist in analysing this feedback and revising the drafts, the SBTi retains final decision-making authority on all content.

## 2. Consultation and pilot testing

- (Desirable) Assist in preparing external communications surrounding the public consultation and pilot testing exercises.
- Support, as needed, with revisions to draft resources based on received feedback.
- Support in drafting summaries and responses to received feedback during consultation and pilot testing.

## Deliverables

- **Supporting material** needed for consultation and pilot testing. The SBTi will maintain control of all raw feedback from these exercises. While the technical partner may assist in analysing this feedback and revising the drafts, the SBTi retains final decision-making authority on all content.

## 3. Draft finalization

- Support in developing the final drafts of the Pathway Technical Foundation Paper, Synthesis Report and the Target-Setting Tool.
- Provide necessary information supporting the development of the Basis for Conclusions Report that gives an overview of the development process of the Pathway Technical Foundation Paper, Synthesis Report and the Target-Setting Tool.

## Deliverables

- **Final drafts** of the **Pathway Technical Foundation Paper, Synthesis Report** and the **Target-Setting Tool (Excel file)** following the Consultation and Pilot Testing, along with the required information for the SBTi to develop the **Basis for Conclusions Report**. The technical partner will assist in drafting of the documents under the SBTi's direction. The SBTi will maintain control of all raw feedback gathered from the consultation and pilot testing exercises. While the technical partner may assist in analysing this feedback and revising the drafts, the SBTi retains final decision-making authority on all content.

#### 4. (Desirable) Project management throughout project execution

- Provide agile and efficient project management support to the project team as required.
- Support in the production of materials for advisory groups and pilot testers meetings and assistance with facilitating discussions in those meetings as needed.
- Support the delivery of public consultation, pilot testing and revisions as appropriate.

##### Deliverables

- **Minutes, presentations and supporting material** for meetings. The SBTi will provide oversight and final content approval on advisory groups and pilot tester meeting contents, interactions with members, and on the content of any external communications.

#### 5. (Desirable) Follow-ups

- Capacity-building for key internal resources to ensure effective adoption of the developed pathway and tool.
- Short-term (3-6 months) availability to provide technical support to address urgent concerns and implementation issues.

##### Deliverables

- **Knowledge transfer materials and technical support** for internal SBTi resources.

#### Authorship and recognition

Technical partners will be acknowledged for their contribution to the work delivered through this collaboration.

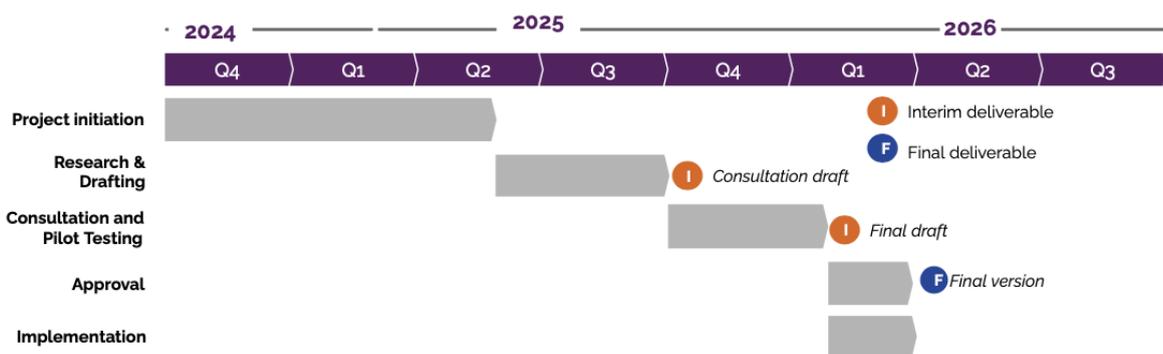
### 3. OUTPUTS AND TIMELINE

The table below provides an overview of the key expected deliverables:

Output	Proposed Timeline
Initial draft of Pathway Technical Foundation Paper and Synthesis Report	Early Q3 2025
Expert review draft of Pathway Technical Foundation Paper and Synthesis Report	By Q3 2025
Consultation draft of Pathway Technical Foundation Paper and Synthesis Report	By Q3 2025

Output	Proposed Timeline
Draft Target-Setting Tool (Excel file)	By Q3 2025
Basis for Conclusions Report draft	By Q1 2026
Revised drafts of Pathway Technical Foundation Paper and Synthesis Report following consultation	By Q1 2026
Revised Target-Setting Tool (Excel file)	By Q1 2026
Presentations, minutes, supporting material (desirable)	Throughout the project
Knowledge transfer materials and technical support (desirable)	Post-launch

Consultancy work should be completed and made available based on the above preliminary timelines. The timeline below refers only to the public deliverables as per the project [Terms of Reference](#) available at the SBTi FLAG webpage.



Please note that these timelines are tentative and may be subject to adjustments.

## 4. QUALIFICATIONS AND EXPERIENCE

The SBTi will consider all qualified candidates, including but not limited to independent contractors, academic institutions and consultancy firms. The contractor delivering this work should be able to demonstrate the following experience and qualifications:

- In-depth understanding of corporate target-setting, SBTi methods, and GHG emissions accounting standards.
- Proven experience in GHG accounting for the forestry sector, particularly cradle-to-gate assessment, Land Use, Land Use Change and Forestry emission reduction pathways and the global forestry value chain.
- Expertise in developing or reviewing emission reduction pathways for land-intensive industries and integrating land-use data into corporate decarbonization strategies.
- Proven experience completing systematic literature reviews, synthesize findings and assessing the credibility of primary data sources.

- Experience in quantitative modelling and/or scenario analysis for land use and forestry-related GHG emissions and removals.
- Technical knowledge of relevant global frameworks and initiatives such as REDD+, IPCC guidelines, and the Paris Agreement targets as they pertain to forestry and land use.
- Excellent project management skills.
- Excellent analytical drafting skills.
- Where the candidate is a consultancy firm, it is desirable that they have a validated science-based target.

## 5. RECRUITMENT PROCESS

### Timeline

This RFP is scheduled in the following timeline:

- Deadline for submitting questions: 25 April 2025
- Deadline for proposal submission: 28 April 2025
- Evaluation and interview period: May 2025
- Expected date of contract award: May-June 2025

### Clarification questions

All clarification questions should be directed to [flag@sciencebasedtargets.org](mailto:flag@sciencebasedtargets.org).

### Submission requirements

Applicants must submit their proposals in electronic format (PDF preferred) by the specified deadline to [flag@sciencebasedtargets.org](mailto:flag@sciencebasedtargets.org) with the subject line: "Proposal – Timber and Wood Fiber Pathway Revision RFP April 2025". Late submissions may not be considered.

### Proposal structure

Applicants are required to structure their proposals in the following specified format:

- 1. Cover letter**  
A brief cover letter introducing the applicant's organization, summarizing their understanding of the project requirements, and highlighting their key qualifications and experience relevant to the project.
- 2. Executive summary**  
A concise summary of the proposal, including an overview of proposed approach, scope of work addressing the deliverables, and any unique value propositions.
- 3. Company/Organization profile**  
Detailed information about the applicant's organization, including its history, core competencies, areas of expertise, and relevant experience in project management.

#### **4. Project team**

A description of the proposed project management team, including resumes of key team members, their roles and responsibilities, and any relevant certifications or qualifications.

#### **5. Methodology and approach**

A detailed description of the proposed methodology and approach for managing the project, including project planning, scheduling, risk and conflict of interest management, communication and engagement strategies, and quality assurance processes.

#### **6. Budget and cost breakdown**

A comprehensive breakdown of the proposed budget, including all costs associated with providing project services, such as personnel, materials, travel, and any other expenses including tax details.

#### **7. References**

Contact information for at least three references from previous clients who can provide feedback on the applicant's performance and capabilities in working on the project.

#### **8. Appendices**

Any additional documents or materials relevant to the proposal, such as case studies, project experience samples, or organizational charts.

Proposals should be clear, well-organized, and directly address the requirements outlined in this RFP. Failure to adhere to the specified format may result in the rejection of the proposal.

### **Conflict of interest**

Proposals must include a statement regarding any actual, potential, or perceived conflicts of interest or conflicts of loyalty that the submitting organization is aware of, which could affect the delivery of the contract described within this RFP. The questions in Annex 1 of this RFP must be completed and submitted as part of the proposal.

### **Evaluation**

Proposals will be evaluated based on the following criteria:

- Relevance and quality of previous work.
- Demonstrated understanding of the project requirements.
- Qualifications and experience of the team.
- Budget and cost-effectiveness.
- Conflict of interest management.

### **Selection process**

The selection process will involve initial screening of proposals, followed by scoring and ranking by an Internal Review and Selection Committee. Shortlisted candidates may be invited for interviews or presentations to further evaluate their proposals. The final selection will be based on the overall quality and suitability of the proposals submitted.

## 6. INVOICING SCHEDULE

The proposed invoicing schedule will be confirmed during the contracting phase:

- Tranche 1: (20%) within 30 days of the Effective Date after fully executed contract.
- Tranche 2: (50%) after the completion of deliverables by half of the period for the project.
- Tranche 3: (30%) after the submission of the final deliverables.

In each case subject to receipt by SBTi the deliverables.

## 7. TERMS AND CONDITIONS

The selected candidate will be required to enter into a project contract with the SBTi. The contract will include standard terms and conditions related to intellectual property rights, confidentiality, termination, liability, and dispute resolution.

This RFP does not constitute a commitment to award a contract. The SBTi reserves the right to reject any or all proposals received or choose to discontinue this RFP. Individualized feedback will not be provided to unsuccessful RFP applicants.

## ANNEX 1. CONFLICT OF INTEREST QUESTIONS

In order to adequately assess risk for conflict of interest, proposals submitted must contain the following questions to be answered as part of the RFP Submission. Where there is significant and/ or uncontrolled risk of conflict of interest or the conflict of interest questions have not been answered, the RFP applicant will not be accepted.

1. Are there any actual, potential or perceived conflicts of interest or conflicts of loyalty that you are aware of that could affect your delivery of the RFP Contract? Examples include but are not limited to:
  - Contributing to SBTi technical products in the past, as advisor or author, including but not limited to development of methodological positions.
  - Having any relevant party transactions, relationships or business dealings with the SBTi, its customers, partners or potential competitors.
  - Having involvement in, or serving on the board of directors or advisory board for any organization that may have current or potential business dealings with the SBTi.
  - Having any consulting relationships with organizations that could create a conflict of interest with your work at the SBTi.

Answer:

*[If yes, provide a full description of the potential conflict of interest and suggested mitigation actions]*

2. Do you have any personal or professional relationships with organizations or individuals, including those associated with the SBTi, that could lead to the perception of a conflict of interest with their duties at SBTi?

Answer:

*[If yes, provide a full description of the potential conflict of interest and suggested mitigation actions]*

3. Does your organization have a conflict of interest policy?

Answer:

*[If yes, please include the policy as part of your RFP submission]*

4. Additional conflict of interest assessment. The purpose of this assessment is to provide further details about any potential conflicts of interest that may impact the awarding of this RFP contract. Answers should be generated about your organization in global and not to the specific sub entities that have applied for this RFP.

Definition of terms used in this section:

- **Partners:** SBTi founding partners which are CDP, the United Nations Global Compact, the We Mean Business Coalition, the World Resources Institute (WRI), and the World Wide Fund for Nature (WWF).

- **Vendors, contractors, suppliers:** a person or company that provides goods or services to the SBTi.
- **Customers:** Organizations that use SBTi standards, including those applying for target validation or having their targets validated.
- **Potential Competitors:** Organizations offering similar standards for corporate emissions reduction.

Section 1: Financial Conflicts			
Question	Response	Additional Information	Risk Rating (High, Medium, Low) <i>*To be completed by the SBTi</i>
1. Does the contractor or their family members have any financial interests or similar in the SBTi, its customers, partners or potential competitors?	Yes / No / NA		
2. Has the contractor or their family members ever received gifts or gratuities from the SBTi, its customers, partners or potential competitors that could influence and/or create a bias in undertaking the role?	Yes / No / NA		
3. Does the contractor own or have partial interest in any intellectual properties, patents, licenses or copyrights that could be relevant to their work with SBTi?	Yes / No / NA		
4. Does the contractor have access to or know any inside information about the SBTi or any of the SBTi's customers that could be used for personal gain?	Yes / No / NA		
5. Does the contractor have any investments or financial obligations that could create conflicts of interest with their duties with the SBTi, or influence their decision making?	Yes / No / NA		
Section 2: Business Conflicts			

6. Has the contractor contributed to SBTi technical products in the past, as advisor or author, including but not limited to development of methodological positions?	Yes / No / NA		
7. Does the contractor have outside employment or consulting arrangements with any organization that may be perceived to conflict with their role and responsibilities with the SBTi?	Yes / No / NA		
8. Has the contractor ever received sponsorship or funding from organizations that could be perceived as presenting a conflict of interest with their duties with the SBTi?	Yes / No / NA		
9. Does the contractor have any professional relationships with individuals or organizations that could lead to the perception of a conflict of interest with their duties at SBTi?	Yes / No / NA		
10. Has the contractor entered into any licensing agreements or contractual arrangements that could create a conflict of interest with their work at SBTi?	Yes / No / NA		
11. Does the contractor receive any employee benefits or perks that could lead to a conflict of interest with their work with the SBTi?	Yes / No / NA		
12. Does the contractor have any relevant party transactions, relationships or business dealings with the SBTi, its customers, partners or potential competitors?	Yes / No / NA		
13. Does the contractor have any consulting relationships with organizations that could create a conflict of interest with their work at the SBTi?	Yes / No / NA		
14. Does the contractor have any other business interests or investments that could create a conflict of interest with their work at SBTi?	Yes / No / NA		

15. Does the contractor have involvement in, or serve on the board of directors or advisory board for any organization that may have current or potential business dealings with the SBTi?	Yes / No / NA		
16. Has the contractor ever worked for or had any business relationships with vendors, contractors or suppliers to the SBTi that could be perceived as a conflict of interest?	Yes / No / NA		
<b>Personal Conflicts</b>			
17. Has the contractor had any personal relationships with customers, partners or competitors of the SBTi, or other parties related to the SBTi and its functions, that could lead to a lack of impartiality in performing their role with the SBTi?	Yes / No / NA		
18. Does the contractor have any family members who do business or work for the SBTi, its customers, partners or potential competitors?	Yes / No / NA		
19. Does the contractor have any family businesses or interests that could create conflicts of interest with their duties with the SBTi?	Yes / No / NA		
20. Does the contractor have any political affiliations or activities that could present a potential conflict of interest with their work with the SBTi?	Yes / No / NA		
21. Does the contractor participate in any non-profit organizations that could be related to the interests of the SBTi or create a conflict of interest with their work with the SBTi?	Yes / No / NA		
22. Is the contractor involved or may have future involvement in any legal proceedings that could create a conflict of interest with their work with the SBTi?	Yes / No / NA		

23. Has the contractor made any public statements that could create the perception of a conflict of interest with their work with the SBTi?	Yes / No / NA		
24. Does the contractor participate in or lead any educational activities that could create a conflict of interest with their work with the SBTi?	Yes / No / NA		
25. Does the contractor have any other perceived or actual conflicts of interest that are not outlined above?	Yes / No / NA		
Recommendation	<b><i>[To be completed by the SBTi]</i></b>		



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