

ADVERT

SECOND CALL FOR APPLICATIONS, FOR INFORMAL TRADERS, SMALL, MICRO AND MEDIUM ENTERPRISES (SMME's), COOPERATIVES AND ECONOMIC DEVELOPMENT NON-PROFIT ORGANISATIONS (NPO) FOR THE NEWCASTLE MUNICIPAL EMPLOYMENT INITIATIVE (MEI) PHASE 2.

The Newcastle Municipality in partnership with the Department of Economic Development, Tourism and Environmental Affairs (EDTEA) is rolling out the Municipal Employment Initiative (MEI) Phase 2 which is aimed at supporting and enabling growth to Newcastle's Informal, SMMEs, Cooperatives and NPO's with funding.

The Municipal Employment Initiative will fund viable informal enterprises, micro and small businesses located within the Newcastle Municipality.

Informal traders, SMMEs, Cooperatives and NPOs are being called upon to respond to this invitation and wish to be assisted upon through MEI.

MANDATORY REQUIREMENTS:

APPLICATION REQUIREMENTS FOR INFORMAL TRADERS	APPLICATION REQUIREMENTS FOR SMME'S, COOPERATIVES AND ECONOMIC DEVELOPMENT NPO'S;	EXCLUSIONS
<ul style="list-style-type: none"> • Completed & Signed Application Form • Copy of Proof of Residence • Certified copy of South African Identity Document not older than 3 months • Copy of a valid Informal Trading Permit issued by Newcastle Municipality (Applicant should have held a valid permit for at least 6 months prior to the released advert) • Invoice/quotation showing a description of item (s) and estimated individual costs and quantity of items being requested. • Funding is capped at R5000 per applicant. 	<ul style="list-style-type: none"> • Completed & Signed Application Form. • Copy of Proof of Residence. • Certified copy of South African Identity Document not older than 3 months. • Copy of Company Registration Certificate. • SARS Tax Compliance Certificate. • 6-months Bank Statement (Business Account). • Invoice/quotation showing a description of item (s) and estimated individual costs and quantity of items being requested. • Funding is capped at R20000 per applicant. 	<p>The MEI will not fund the following:</p> <ul style="list-style-type: none"> a) Applications from individuals/businesses which are non-operational and/or have not been operational for the last 6 months, b) Payments of loans and debt finance, c) Payments for the purchase of land, buildings or movable infrastructure, d) Any ongoing operational costs or utility connection costs, e) Training costs, g) Promotional/marketing materials for businesses, h) Government employees are excluded from applying for support through the MEI programme. k) Any applicants who have benefited and/or successful from the previous MEI first Call for proposals will not be considered

Notes:

1. Ensure to use the prescribed application form provided by the Municipality. Any form used other than what is prescribed by the Newcastle Municipality will render the application automatically disqualified;
2. The Newcastle Municipality reserves the right to conduct due diligence inspections on a preselected Applicant's business premises with or without notice as part of the evaluation process;
3. Canvassing of Municipal Employees/Officials and Councilors is prohibited;
4. The Municipality does not charge a fee for application forms.

Applications can be submitted at the following Municipal Satellite offices:

Newcastle Local Municipality, Civic Centre, 1ST Floor. For more information on the application process and application forms contact 034 328 8651 or 034 328 8610.

CLOSING DATE FOR SUBMISSION: 14 DAYS FROM THE DATE OF ADVERTISEMENT

FORM NO: _____

DATE RECEIVED: _____

CONFIDENTIAL TO THE NEWCASTLE MUNICIPALITY USE ONLY

APPLICATION FORM FOR THE MUNICIPAL EMPLOYMENT INITIATIVE (MEI)

CHECKLIST OF MANDATORY REQUIREMENTS:

INFORMAL TRADERS	YES	NO
Proof of Residence		
Certified ID Copy		
Informal Trading Permit		
Detailed quotations		

SMME'S, Co-op & NPOs	YES	NO
Proof of Residence		
Certified ID Copy		
Company Registration Certificate		
SARS Tax Compliance Certificate		
6-months Bank Statement (Business Account)		
Detailed quotations		

SECTION A: APPLICANT DETAILS

FULL NAME	
RSA ID NO.	
TARGET GROUP	Male <input type="checkbox"/> Female <input type="checkbox"/> living with disability <input type="checkbox"/> youth <input type="checkbox"/>
PHYSICAL ADDRESS <i>(for Township address, include Section, House Number and a significant landmark if any)</i>	
WARD NUMBER	
EMAIL ADDRESS	
TELEPHONE NUMBER	
MOBILE NUMBER	

SECTION B: BUSINESS DETAILS

BUSINESS NAME	
BUSINESS REGISTRATION NUMBER <i>(if applicable)</i>	
SARS TAX NUMBER <i>(if applicable)</i>	
BUSINESS LOCATION <i>(has to be located in Newcastle Municipality)</i>	
	WARD NO:
BUSINESS ACTIVITY DESCRIPTION	



EMPLOYMENT STATUS <i>(please state numbers of jobs created by category below)</i>			
CURRENT NUMBER OF JOBS			
Male:	Female:	Youth:	People with Disabilities:

SECTION C: EQUIPMENT/ITEM REQUEST

Notes.

- 1. Informal Traders:** - A limit of R5000 can be applied for however the Municipality reserves the right to provide support either below or above what an applicant so requires;
- 2. SMMEs, Cooperatives and NPOs:** - A limit of R20,000 can be applied for however the Municipality reserves the right to provide support either below or above what an applicant so requires;
- 3. Equipment/items requested MUST support the current activity being undertaken and not for any intended new business and personal use items;**
- 4. Attach quotations, including description and quantity of equipment/items being applied for;**
- 5. The Municipality reserves the right to conduct due diligence visits to the business premises as part of the Evaluation Process.**

Equipment / Item Description (in order of priority)	Quantity	Estimated Cost of Equipment /Item
1.		R
2.		R
3.		R
Total Estimated Cost		R

DECLARATION BY APPLICANT:

I, _____, with identity number _____
declare that the information provided is true and correct.

Signature of Applicant

Date:.....

Should you not have heard from the Newcastle Municipality in 6 -8 months from the closing date, consider your application unsuccessful.

The Verifying Officer will provide guidance to the applicant on the particulars required for application to be made. Once the applicant returns the application form with all particulars attached, the form will be given a reference number and will be stipulated below for auditing and evaluation purposes.

REF NO:	VERIFYING OFFICER NAME:	SIGNED OFF	DATE RECEIVED

CLOSING DATE FOR SUBMISSIONS OF APPLICATIONS: 20 SEPTEMBER 2023