Invitation to Businesses to become Members of
the Northern Cape Metals Industrial Cluster (NCMIC)

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| **Reference Number:** | 2019-MA-01 |
| **Issue Date:** | 6 May 2019 |
| **Closing Date:** | 17 May 2019; 12h00 |
| **Email Application To:** | Applications@NCMIC.co.za |
| **Alternatively; Deliver To:** | Tender BoxGa-Segonyana MunicipalityCnr Voortrekker & School Streets Kuruman |
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# Introduction

The Northern Cape Metals Industrial Cluster (“NCMIC” or “the Cluster”) invites businesses (“Applicants”) that are interested in becoming a part of the Cluster, to submit a membership application. Membership can be taken up by small to large businesses currently active (or planning to be active) in a metals-related sector in the Northern Cape (“a Metals Applicant”) or by any small or micro business in the JTG District requiring business support (“an Incubation Applicant”).

As an industrial cluster, the NCMIC will increase the economic output of the district and province, thus contributing to growth and job creation.

By responding to this invitation for membership (“Membership Invitation”), Applicants stand to gain access to various Cluster benefits (e.g. free and discounted infrastructure, facilities, and services). By making their needs known through their response to this Membership Invitation, Respondents provide an opportunity for their specific requirements to be accommodated. Phase A of the NCMIC is planned to go live in August 2019 (in the existing Eldorado Precinct). The first phase in the area of the NCMIC still to be developed, Phase B1, is planned to go live towards the end of 2020.

# NCMIC Description

The NCMIC is a 47 hectare industrial site being set up in Kuruman. The Cluster is anchored around metals manufacturing while allowing for other related industries to be a part of the NCMIC. Cluster membership will consist of tenants located within the Cluster site as well as virtual members located outside of the Cluster boundaries.

The NCMIC is located along the N14 east of Kuruman, near the Country Club turn off. The Cluster is currently undergoing development, with Phase A of the Cluster to be live by August 2019 and Phase B1 to be live towards the end of 2020.

The Cluster will provide shared infrastructure, facilities, and services to Member Firms. The Cluster is managed by a Cluster Management Company, set up as a Not-for-profit Company (“NPC”). Member Firms will either be small to large businesses active a metals-related sector (“Metals Member Firm”) or a member of the Incubator (“Incubation Member”). Both Metals Member Firms and Incubation Members may be located within, or outside of, the NCMIC site.

The NCMIC has been established with support from a number of public sector and private sector organisations. Founding public sector organisations include the Northern Cape Department of Economic Development and Tourism and the Ga-Segonyana Local Municipality.

Cluster Member Firms will include Micro, Small, Medium and Large businesses. Table 1 below provides guidelines regarding size of Member Firms by number of employees and size of facility. Note these are merely guidelines to provide an indication of business size, and are not cast in stone.

Table 1: Cluster Member Firm Sizes

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Cluster Member Firm** | **Business Size** | Large | Medium | Small | Micro |
| **Size of Facility** | >1500 m2 | <1500 m2 | <500 m2 | < 50 m2 |
| **Number of Employees** | > 200 | < 200 | < 50 | < 10 |

Incentives to be offered to Cluster Member Firms include shared infrastructure, facilities, and services, as well as access to funding. Shared infrastructure include a common boundary fence, security checkpoint, utility connection points, and road infrastructure within the Cluster. Cluster Member Firms will have access to shared manufacturing and warehousing facilities (e.g. machining and design facilities, shared warehouse) as well as to supporting facilities (e.g. onsite canteen, banking agencies, recreational centre). Cluster Member Firms will also have access to shared services (e.g. wireless network, marketing and linkages).

Assistance to be provided to members by the NCMIC Incubator will include office and manufacturing space, WIFI, printing facilities, marketing assistance, access to funding, mentoring and coaching, training, administration support, access to equipment etc.

Membership of the NCMIC will help you strengthen and grow your business, as you work alongside other businesses with whom you will be able to collaborate.

# Submission of Membership Application

To apply for membership in the NCMIC you need to:

* Complete Annexure A, the Metals Membership Application Form
*(small to large businesses active in a metals related sector)*
* Complete Annexure B, the Incubation Application Form
*(any small to micro business in the Northern Cape requiring assistance)*
* Annexure C, the Applicant Details Form
*(this form can also be filled in electronically by clicking on the following link
<insert link here>)*
* Attach your CIPC Registration Document, BEE Certificate, and Company Profile
*(if you have a business that is already up and running)*

Electronic deliveries must be emailed to Khensani Ngobeni Applications@NCMIC.co.za with the email subject: *Membership Application (your company name)*. Hand-deliveries must be deposited in the tender box at the Ga-Segonyana Municipality, corner Cnr Voortrekker & School Streets, Kuruman. If hand delivered, your documents must be enclosed in a sealed envelope bearing the Membership Invitation name and reference number that appears on the first page of this document.

Responses are due by 12h00 on Friday 17 May 2019. All enquiries: Khensani Ngobeni at e-mail: Applications@NCMIC.co.za.

# Next Steps

Submitted applications will be reviewed by the NCMIC Local Economic Development and Small Business Working Committee starting in the week of 20 May 2019. All applicants will be contacted by the NCMIC by 17 June 2019 to indicate whether their applications have been successful or not. Applicants may be requested to meet with the NCMIC to discuss their requirements to ensure these may be better addressed.

**Annexure A: Metals Membership Application**

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| --- | --- |
| Applicant’s Business Name |  |
| Business Registration Number |  |
| Business Address |  |
| Contact Person’s Name |  |
| Contact Person’s Email |  |
| Contact Person’s Tel. |  |
| Application Number | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(email applications@ncmic.co.za for this number if you have filled in your Applicant Details Form on the internet, available through the following link <link>;**Otherwise leave blank)* |

It is hereby recorded that the Applicant, details above, has expressed its in-principle intention to become a member of the Northern Cape Metals Industrial Cluster (“NCMIC” or “the Cluster”), a metals cluster located in Kuruman, in the Northern Cape. Details of the NCMIC, and the nature of benefits of the Membership, are as outlined in the Invitation to Businesses to become Members of the Northern Cape Metals Industrial Cluster, document reference 2019-MA-01.

While it is acknowledged that this application is not a binding contract, it does indicate the interest from the Applicant to become a member of the NCMIC and to thereby benefit from the infrastructure, facilities, and services to be offered by the Cluster. The NCMIC accordingly acknowledges that a binding contractual commitment from the Applicant is not assumed and would additionally be subject to terms and conditions to be negotiated to the satisfaction of both the Applicant and the NCMIC.

The following documentation is hereby submitted for review and evaluation by the NCMIC:

1. Completed Annexure C: Applicant Details Questionnaire
(to be attached only if not filled in on the internet);
2. Company Profile;
3. CIPC Company Registration Document; and
4. B-BBEE Certification.

Business Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorised Signatory \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annexure B: Incubation Membership Application**

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| Applicant’s Business Name*(or Person’s Name if Business does not exist yet)*  |  |
| Business Registration Number*(or ID Number if Business does not exist yet)* |  |
| Address |  |
| Contact Person’s Name |  |
| Contact Person’s Email |  |
| Contact Person’s Cellphone |  |
| Application Number | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(email applications@ncmic.co.za for this number if you have filled in your Applicant Details Form on the internet, available through the following link <link>;**Otherwise leave blank)* |

It is hereby recorded that the Applicant, details above, has expressed its in-principle intention to become a member of the NCMIC Incubator, which is part of the metals cluster located in Kuruman, in the Northern Cape. Details of the NCMIC Incubator, and the nature of benefits of the Membership, are as outlined in the Invitation to Businesses to become Members of the Northern Cape Metals Industrial Cluster, document reference 2019-MA-01.

While it is acknowledged that this application is not a binding contract, it does indicate the interest from the Applicant to become a member of the NCMIC Incubator and to thereby benefit from the infrastructure, facilities, and services to be offered by the Incubator. The NCMIC accordingly acknowledges that a binding contractual commitment from the Applicant is not assumed and would additionally be subject to terms and conditions to be negotiated to the satisfaction of both the Applicant and the NCMIC.

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| Motivate below for your application to join the NCMIC Incubator. Describe how you believe your business could perform better with assistance from the Incubator. This assistance may include space for your business, marketing assistance, , WIFI, printing facilities, access to funding, mentoring and coaching, training, administration support, access to equipment etc. Use an attachment if more space is required. |
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Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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