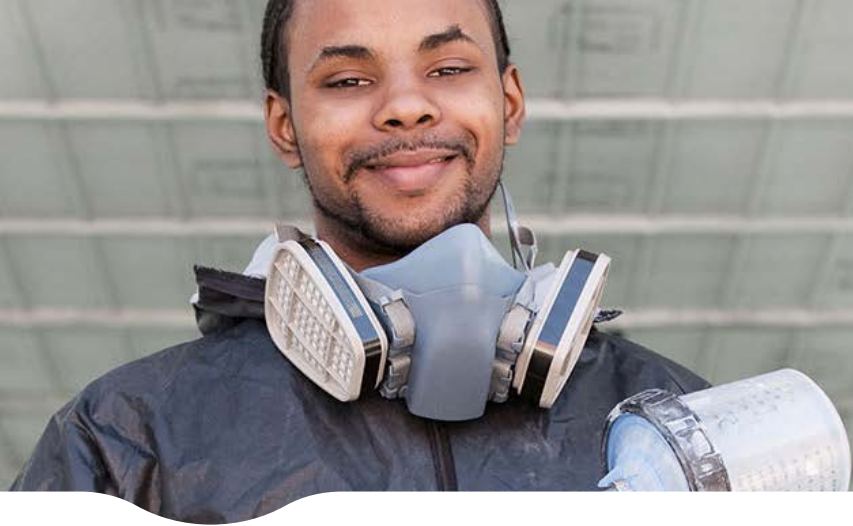




KWANDE

OUTsurance ESD Initiative



The OUTsurance Kwande Programme_2018/9

Please read the below contents for more information regarding the OUTsurance Kwande Programme.

1. ABOUT THE PROGRAMME:

OUTsurance is proud to launch its Supplier Development Programme named Kwande, loosely translated means “to multiply”.

The OUTsurance Kwande programme will aim to empower and develop small black owned businesses across its value chain. These businesses will include panel beaters, tow truck businesses, builders, plumbers, electricians and other artisans.

As a starting point, the Kwande programme will seek to develop between 10 and 15 businesses – with the programme structured in 18 to 24-month development cycles depending on the life stages of the businesses. Selected businesses will have the opportunity to benefit from (a) non-financial support in the form of mentorship and specialist intervention, and (b) financial support in the form of grants and loans.

Applications are open from 01 October to 19 October 2018, followed by the reviewing and shortlisting of applications that will take place in the months of November and December, thereafter announcing the selected businesses in the new year - January 2019.

2. QUALIFYING CRITERIA

To qualify, the enterprise;

- must be at least 51% black owned or black women owned – bonus points will be provided to businesses that are black owned with more than 30% black women ownership.
- must be a current supplier and provide a service or product which is aligned to OUTsurance's value-chain; panel beaters, tow truck businesses, builders, plumbers, electricians and other artisans.
- must have a need for assistance in the form of financial and non-financial support
- must be willing to dedicate at least 10 hours per month for business development support interventions

3. HOW TO APPLY

All applications are to be submitted online - should you be interested and meet the qualifying criteria above, then please download the application form, fill it in and submit it via email to kwande@out.co.za.

4. TERMS AND CONDITIONS:

- All information submitted will be treated with strict confidentiality.
- The application and documentation of all successful candidates will be scrutinised to validate applications before they are allowed into the programme.
- Should the form NOT be completed in FULL the application will be REJECTED.
- Kindly note that the intention of this programme is to provide business incubation and mentoring support for businesses selected and does not guarantee future contracts or financing.



SECTION 1: PERSONAL DETAILS

	RESPONSE	COMMENTS
Name		
Surname		
Email address		
City		
Gender		
Age		

SECTION 2: SUPPLIER DETAILS

	RESPONSE	COMMENTS
Location of Business		
Registered name of the business		
Trading name of the business		
Registration number		
Vat number		
Income tax reference number		
BBBEE Status:		
- Black ownership level %		
- Black women ownership %		
- Accreditation level		
- Black management %		
Telephone no. of key contact person		
Email address of key contact person		
Business physical address		
Business postal address		

SECTION 3: GENERAL INFORMATION

	RESPONSE	COMMENTS
Did your business exist under a previous name?	<u>yes/no</u>	if yes, What was the previous name?
Do you have any legal actions pending against the business?	<u>yes/no</u>	if yes, what is the legal action?

SECTION 4: BUSINESS SUMMARY

	RESPONSE	COMMENTS
Brief description of business/value proposition		
Brief description of activities aligned to social impact (learnerships, skills development, environmental etc.)		
Annual turnover		
Number of full time and temporary employees		
Shareholder/ownership structure		

SECTION 5: REFERENCES OF PREVIOUS/CURRENT CLIENTS

	RESPONSE	COMMENTS
Client 1		
Client name		
Contact person		
Value of contract		
Date of contract		
Description of services delivered		
Client 2		
Client name		
Contact person		
Value of contract		
Date of contract		
Description of services delivered		
Client 3		
Client name		
Contact person		
Value of contract		
Date of contract		
Description of services delivered		

SECTION 6: KEY CONSTRAINTS TO GROWTH

	RESPONSE (MAXIMUM 5)	COMMENTS
Business model support/strategy		
Contract negotiations/delivery		
Contract negotiations/delivery		
Regulations & compliance		
Equity acquisitions and deal structuring		
BEE accreditations training and compliance		
Equipment and technology access		
Financial understanding and management		
Tendering and sourcing		
Book keeping /accounting		
Business plan/business proposal development		
Costing and pricing		
Equipment and raw material access (discounts and sourcing)		
Sales/revenue growth		
Business postal address		
Project management and execution		
Marketing and networking		
Major funding/equity stakes (growth and expansion)		
Entrepreneur personal development		
Regulations (safety and environmental standards)		

SECTION 7: COMPULSARY DOCUMENTS TO ATTACH

Valid original Tax Clearance Certificate

Copy of registration certificate (CC or Pty Ltd), Articles of association and memorandum of agreement

Company profile including experience over the last two years in detail

Current year, valid BBBEE certificate

Identity documents of shareholders

Annual financial statement (income statement, balance sheet) for preceding year OR management accounts

SECTION 8: TERMS AND CONDITIONS

The application will not be considered:

If the information provided in the application is found to be false

If all the shareholders/members are not in agreement with the application or its process

If the documents provided were tampered with

If the principal of the business entity will not be available for training or development activities

If the company is not in good standing with SARS, COIDA and the Department of Labour