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**Call for Expression of Interest (EoI)**

**Product and process development incubation support to indigenous knowledge-based small, medium and micro-sized enterprises, with a focus on cannabis and hemp**

1. **Invitation**

The CSIR agro-processing group, in collaboration with the Department of Science and Innovation (DSI) and Gauteng Department of Agriculture and Rural Development, would like to invite small, medium and micro-sized enterprises (SMMEs) and Indigenous Knowledge (IK) Systems-based organisations in the cannabis sector to submit expressions of interest (EoIs) in developing their products or processes on a semi-commercial or commercial scale.

The current EoI call is targeted at IK holders, entrepreneurs and SMMEs interested in developing cannabis and hemp products in the agro-processing sector, with a specific focus on the whole value chain from primary processing to products and processes development for commercialisation. This will include drying to extraction of key cannabinoids and terpenes-active ingredients from the plants and formulation thereof into herbal products, food and supplements, fortified products, topical ointments, etc.

**Requirements:**

* SMME must be registered with the Companies and Intellectual Property Commission (CIPC);
* Concept processes and product prototypes under development;
* Demonstration of markets and business plan developed;
* Company current financials and turnover if any; and
* Clear description of the type of technical assistance required prioritised in terms commercial market.

The following will not be covered under this call:

* Requests for infrastructure or purchase of land;
* Projects at ideation phase;
* Requests for start-up costs;
* Requests for operational costs (salaries, rent, telephony, etc.);
* Requests to establish farming of the plants (primary agriculture);
* Efficacy studies;
* Clinical trials;
* Contract manufacturing at commercial scale; and
* Certification of products/accreditation of facilities.

Disqualification criteria:

* Applications by individuals without registered companies; and
* Applications filled in by hand.

Please note that EoIs received from the CSIR or related CSIR entities or any CSIR staff will **NOT** be considered.

1. **The CSIR agroprocessing group will provide the following offerings:**

* Infrastructure and skilled human resource support (scientists, technologists, process engineers).
* Technical incubation support.
* Analytical support, shelf life, nutritional studies, experts in medicinal chemistry and quality control.
* Bio-based product development, formulation and labelling/packaging;
* Business and marketing entrepreneurship.
* Mentoring and training in manufacturing skills; and
* Liaise with other organisations to build and expand the network of the SMME.

1. **Submission requirements**

To apply, please complete the attached EoI form and email the PDF versions of completed forms to [bokole@csir.co.za](mailto:bokole@csir.co.za)

Please attach the following required documents to EoI for inclusion in the application process (if not included the applications will not be considered):

* CIPC registration.
* BBEEE certificate or affidavit.
* Valid tax clearance certificate or pin code.
* CV of applicant and short resumé of team members.
* Permit or licence if available.
* Company/Project profile; and
* Letters of intent or offtake agreements if any.

**The closing date for applications: 2 June 2022.**

**For more information, please contact the:**

Email ([bokole@csir.co.za](mailto:bokole@csir.co.za)), Tel: +27 12 841 3823

**Terms and conditions apply.**

***Successful applicants may be invited for a more detailed interview***

**Closing date for applications: 2 June 2022**

**Please email *PDF versions* of completed submission forms to** [**bokole@csir.co.za**](mailto:bokole@csir.co.za)

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Enterprise name** |  | | | | | | |
| **CIPC registration number** |  | | | | | | |
| **Contact person(s)** |  | | | | | | |
| **Contact details** | **Email:**  **Tel:**  **Cell:**  **Physical Address:**  **Postal Address:** | | | | | | |
| **Directors/members** |  | | | | | | |
| **Ownership Arrangement** |  | **Demographic** | | | | **Gender** | |
| **Black** | **White** | | | **Male** | **Female** | |
|  |  |  |  | | |  |  | |
|  |  | **Disability** | | | | **Rural** | **Township** | |
|  |  |  | | | |  |  | |
| **Years in business** |  | | | | | | |
| **Annual revenue (if any)** |  | | | | | | |
| **Number of current employees** | **Permanent:** | | **Temporary:** | | | | |
| **Applicable agroprocessing sector:**  (E.g., nutraceuticals, food, food supplement, cosmetics, health products, creams, ointments, textile, etc. |  | | | | | | |
| **B-BEEE status level** |  | | | | | | |
| 1. **Support requirement**   *Specify the type of support required.*  What are the key issues that are required to be supported and how will this aid the SMME technically and commercially? | | | | | | | |
| **Product description:**  **Product requirements in the market:**  **Description of what makes this product different from other products on the market:**  **Current product specifications and concept criteria/definitions required – gap analysis, proposed production and retail price:** | | | | | | | |
| 1. **Description of your core business and whether you are currently manufacturing and/or selling products, as well as your current turnover** | | | | | | | |
| **Core Business:**  **Current status of manufacture and scale at which manufacturing:**  **Current turnover:** | | | | | | | |
| 1. **Description of the market need addressed by your product/processes and the potential market size (try and be as specific as possible)** | | | | | | | |
| **Market need:**  **Target market:**  **Market size:**  **Access to market:**  *How do you plan to access the market (online sales, agent-based sales, retail)?*  *Are routes to market in place?* | | | | | | | |
| 1. **Description of the product(s) you wish to manufacture and what differentiates them from competitor products** | | | | | | | |
| **Product description:**  **Description of what makes this product different from other products on the market:** | | | | | | | |
| 1. **Description of the technology and scale at which you plan to manufacture the product** | | | | | | | |
|  | | | | | | | |
| 1. **Expected time to market** | | | | | | | |
| **Does the prototype already exist?**  **Description of the prototype:**  **Expected time to have products on the shelf:** | | | | | | | |
| 1. **Please indicate the potential social and economic impact of the proposed business (specify planned revenue over five years)** | | | | | | | |
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| 1. **Please indicate how the supply of biomass or raw materials will be sustainably sourced** | | | | | | | |
|  | | | | | | | |
| 1. **Are there any IK holders to the product? How will they be compensated?** | | | | | | | |
|  | | | | | | | |
| 1. **Please indicate job creation potential of your business** | | | | | | | |
| **Type of job** | | | | **Number** | **By when** | | |
| ***Existing permanent jobs*** (permanent jobs currently in the enterprise. | | | |  | 2024 | | |
| ***Direct permanent jobs*** (permanent jobs to be created in the enterprise) | | | |  |  | | |
| ***Direct temporary jobs*** (temporary jobs to be created in the enterprise) | | | |  |  | | |
| ***Indirect permanent jobs*** (permanent jobs to be created in the value chain, i.e., supply distribution, maintenance, packaging, etc.) | | | |  |  | | |
| ***Indirect temporary jobs*** (temporary jobs to be created in the value chain, i.e., supply distribution, maintenance, packaging, etc.) | | | |  |  | | |
| ***Other jobs to be created*** (specify) | | | |  |  | | |
| 1. **Please list all sources of funding received to date** (E.g.,Technology Innvation Agency, Industrial Development Corporation, government/government agencies, venture capital, etc.) | | | | | | | |
| **Are you currently incubated/supported by any other incubator, enterprise supply chain development programme, etc.?**  **Please describe the support received from the above programmes and outputs generated as a result of the support.** | | | | | | | |

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| 1. **Team composition (both business/technical management, if not identified, proposed)**   *List your team: What is the team’s background, expertise and experience (business and technical)* | | | | |
| **Name** | **Highest academic qualification** | **Position in proposed entity** | **Previous business management/technical positions/experience** | **Previous experience in proposed business area** |
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**Please attach short resumes (1/2 a page each) of key person.**