



Ministry of Industry, Trade & Tourism (MITT)

CRITERIA FOR ACCESSING FUNDS VIA THE NATIONAL EXPORT STRATEGY (NES) 2017-2018

1.0 Aim

- 1.1 The NES aims to achieve sustainable economic growth by encouraging exports, competitiveness, value addition and diversification.

2.0 Prioritized Sectors

- 2.1 The NES have prioritized sectors in Fiji that will drive the strategy namely **Forestry, Fisheries, Agro-Business and Manufacturing.**
- 2.2 The NES will be targeted at the Small and Medium Enterprises (SME's) that produce export products within the prioritized sectors stated in 2.1.

3.0 Criteria

General

Proposals for assistance through the NES must meet the following criteria to be considered;

- ✓ Proposals will be invited from business projects in the prioritized sectors, namely, Agro-Business, Forestry, Marine Products and Mineral Water;
- ✓ Proposals should be current and/or those on the verge of exporting goods;
- ✓ Proposals must address issues of increasing exports, value adding, employment creation and diversification;
- ✓ Proposals must state direct and positive impact on foreign exchange earnings in the medium-term;
- ✓ Proposals must demonstrate benefits to the livelihood of the general population;

Specific

- ✓ Proposals must be submitted using the NES Standard Application Form;
- ✓ Proposals that require construction works must set clear timelines, provide copy of Land Title or proof of Land Ownership, City, Town and/or Rural Local Authority Approved Plan, Budgetary Requirements and an Implementation Plan;
- ✓ Proposals must provide their Business Registration Certificate, Tax Identification Number (TIN), Valid Business License(s), Foreign Investment Certificate (if applicable) and Business Plan;
- ✓ Proposals should provide their Valid Tax Compliance Certificate;
- ✓ Proposals should provide their Valid Fiji National Provident Fund Compliance Letter;
- ✓ Proposals should provide valid export license and approved export premises issued by Biosecurity Authority of Fiji for agricultural products only;
- ✓ Proposals must provide past (2) years Audited Accounts and copies of latest tax returns lodged with Fiji Revenue and Customs Authority;
- ✓ Proposals must provide 3 quotations of project works to be carried out, for instance, construction works and equipment's;
- ✓ Provide Bank Account Details of the potential Suppliers of materials, goods, services and equipment;
- ✓ Provide TIN Letter and Valid Tax Compliance Certificate of Approved Suppliers to the Ministry, to be able to create a vendor in the Financial Management Information System (FMIS) for payments purposes;
- ✓ Proposals should provide current Police Clearance of ALL Directors;
- ✓ Proof of Fijian citizenship, if proponents are deemed foreigners;
- ✓ Priorities will be given to Proposals that have not received any form of assistance previously from the Fijian Government;
- ✓ Proposals must provide Customs Entry copies for merchandise export for the last 2 years;
- ✓ Proposals from companies who are on the verge of exporting, are to be operating for at least 2-3 years locally and provide market confirmation & purchase order from buyers;
- ✓ Proposals from Subsidiary Companies of the previously assisted Parent Companies will only be considered on a case by case basis;

- ✓ Proposals from Foreign Owned companies will be considered on a case by case basis;
- ✓ The Applicant will be required to contribute at least one third of the total cost of the project, especially if the project proposal exceeds F\$100,000.00;
- ✓ The Ministry may request for additional criteria, as and when the need arises.

4.0 Exclusions

- 4.1 The following will not be considered for funding:
- ✓ Proposals that will not impact exports;
 - ✓ Proposals which are for debt financing;
 - ✓ Proposals from Project Directors that are deemed bankrupt;
 - ✓ Proposals which are for start-up projects;
 - ✓ Proposals for operational expenditure;
 - ✓ Proposals that are import substitution in nature; and
 - ✓ Proposals that have been funded under NES in the last 3 years.

5.0 Type of Projects Eligible for Funding under NES

- 5.1 Type of projects eligible for funding are:
- ✓ Procurement of manufacturing machines for value adding;
 - ✓ Infrastructure development;
 - ✓ Enhancement of standards and certifications;
 - ✓ Product development for companies on the verge of exporting;
 - ✓ Procurement of equipment for diversification purposes; and
 - ✓ All projects should be export related.

6.0 Project Submissions

- 6.1 Those projects interested in obtaining funds are required to submit proposals in the NES Application Form to the MITT.
- 6.2 The MITT reserves the right to reject proposals that are not submitted within the Specified Criteria.

7.0 Advertisement

- 7.1 Advertisements of Expression of Interest will be advertised from 14 October, 2017. Applications close on **Friday 24 November, 2017.**

8.0 NES Mechanism

- 8.1 The procedures undertaken in the selection of projects are as follows:
- a) Internal assessment by MITT officials and relevant Government agencies (NES Committee)
 - a) Submission of recommendations to the Minister of Industry, Trade & Tourism
 - b) Ministerial Approval/Disapproval
 - c) Signing of MOA and disbursement of funds
 - d) Quarterly monitoring of projects will be undertaken

9.0 Proposal Evaluation Template: - NES Application Form

10.0 Composition of NES Committee

1. Chairperson – Permanent Secretary for Ministry of Industry, Trade & Tourism
2. Members – Reps
 - ✓ Ministry of Economy
 - ✓ Ministry of Agriculture
 - ✓ Ministry of Fisheries
 - ✓ Ministry of Forests
 - ✓ Fiji Development Bank
 - ✓ Fiji Exporters Council
 - ✓ Fiji Revenue & Customs Service
 - ✓ Reserve Bank of Fiji
 - ✓ Biosecurity Authority of Fiji
 - ✓ Department of Immigration
 - ✓ Investment Fiji
 - ✓ Fijian Competition and Consumer Commission
3. Secretariat – Ministry of Industry, Trade & Tourism

11.0 Monitoring Mechanism

1. The NES projects will be monitored on a quarterly basis to verify performance and ensure compliance in honoring Recipient commitments stipulated in the Memorandum of Agreement signed with the Government.
2. The Memorandum of Agreement will stipulate quantifiable Key Performance Indicators (KPI) to be successfully achieved by funded projects.
3. The MITT is responsible for assessing quarterly progress reports received from proponents and conducting site inspections to verify reports received. Site Inspection Reports will then be submitted to the NES Committee for validation.
3. Subsequently, quarterly progress reports will be prepared and submitted to the Minister for Industry, Trade & Tourism
4. The agency should submit audited financial accounts for 2 years after implementation/execution of projects

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