

SPECIFICATION FOR THE APPOINTMENT OF A PSETA ACCREDITED SKILLS DEVELOPMENT PROVIDER (SDP) TO PROVIDE TRAINING ON A SKILLS PROGRAMME IN APPLYING LABOUR DISPUTE PREVENTION APPROACHES (US ID: 337082) FOR 600 PUBLIC SERVICE EMPLOYEES FOR THE 2024-25 FINANCIAL YEAR.

The Public Service Co-Ordination Bargaining Council (PSCBC) and The General Public Service Sector Bargaining Council (GPSSBC) invites accredited Skills Development Provider(s) to apply for facilitation of a skills programme in respect of the qualification below mentioned unit standard.

1. Scope of the project

- The appointed Skills Development Provider will implement this project in any of the PSETA constituent members (National, Provincial Departments, Parliament, Legislatures and PSETA Public entities)
- Candidates for the skills programme are all employed in the public service sector.
- The implementation of this programme must commence and conclude in the 2024/25 financial year.
- PSCBC/ GPSSBC will indicate the provinces in which training is expected to take place at contracting stage.
- Upon completion of this qualification, learners shall be issued with a Unit Standard certificate as indicated in table 1 below.

Table 1.

Unit standard			
US ID	Description	NQF Level	Credit
337082	Apply labour dispute prevention approaches	6	16

2. EVALUATION PROCESS AND CRITERIA

All applications shall be evaluated following a two- phase approach, i.e.:

- Phase 1: Mandatory Evaluation Criteria
- Phase 2: Functionality Evaluation Criteria.

2.1. PHASE 1 - MANDATORY EVALUATION CRITERIA.

Registered on the Central Supplier Database (CSD)
Valid accreditation with PSETA (PSCBC/ GPSSBC will verify the accreditation with PSETA for the relevant programme).
A valid SARS Tax Pin or Proof of exemption from SARS;

- 2.1.1. Applications that do not meet any one of the above mandatory criteria shall be immediately disqualified and shall not be evaluated further.
- 2.1.2. Applications that qualify in terms of the mandatory criteria shall be evaluated for functionality in terms of the functionality criteria set below.

2.2. PHASE 2 - FUNCTIONALITY EVALUATION

- 2.2.1. Application(s) must meet the minimum eligibility criteria in respect of functionality of 70% before they are considered for recommendation.
- 2.2.2. The functionality criteria together with the maximum points to be awarded are set out below:

Criteria	Evaluation Guide	Score Guide	Weight
Methodology and Approach	Project Vision: what are you trying to accomplish, and why? Project Scope: is clearly defined and limited to the work that must be done to meet the goals at hand. Planned Deliverables: Project deliverables are defined by the tangible result or outcome of a given project. Negotiated Success Criteria: Project success criteria are needed to establish consensus amongst project participants.	• 1 point = Vision and project scope description. • 2 points = Vision, extensive project scope and with work packages • 3 points = Vision, extensive project scope with work packages and planned deliverables • 4 points = Vision, extensive project scope with work packages, planned deliverables and risk with mitigations. • 5 points = Vision, extensive project scope with work packages and planned deliverables, risk with	40

Criteria	Evaluation Guide	Score Guide	Weight
		mitigations and Success Criteria is defined	
Demonstrated experience of implementing unit standard-based Programmes. Signed, dated reference letter(s) on a letterhead must be provided indicating the programme, duration, number of learners and the amount.	- The experience is measured in terms of the content in the reference letters from the SDPs' clients that are provided to support the application. - The reference letters must indicate the unit standard based projects that were successfully implemented by the SDP and must be signed by the relevant person. - Points are awarded for the number of unit standard-based projects successfully conducted.	- One letter (unit standard-based programme) = 1 points - Two letters (unit standard-based programme) = 2 points - Three letters (unit standard-based programme) = 3 points - Four letters (unit standard-based programme) = 4 points - Five letters and above (unit standard-based programme) = 5 points	60
Total			100

3. Duration of the programme and cost per learner

The duration for this Skills Programme is 03 months and the allocation of funding for the Programme is a maximum of R 3 000.00 per learner.

4. IMPORTANT INFORMATION FOR APPLICANTS

- Applications must be submitted on the dedicated email address wandilem@pscbc.org.za. (NB: No applications will be evaluated if received through any other means).
- Applications must clearly state the name of the programme and financial year on the subject line.
- Late applications will not be accepted.
- PSCBC/GPSSBC reserve its right not to award grant towards this programme.

For enquiries, please contact Mr. Wandile Mgobhozi on email address wandilem@pscbc.org.za, Closing date: 03 May 2024 at 12h00.