



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

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TO ALL HEADS OF NATIONAL DEPARTMENTS, PROVINCIAL ADMINISTRATIONS AND PROVINCIAL DEPARTMENTS

NEWLY APPOINTED SERVICE PROVIDERS TO PERFORM SMS COMPETENCY ASSESSMENTS IN THE PUBLIC SERVICE.

1. The circular dated 17 April 2009 has reference.
2. This circular serves to remind all Heads of Departments of the Cabinet's decision, of 26-28 July 2006 regarding the compulsory implementation of competency assessments for the Senior Management Service (SMS) members by December 2008. Departments have successfully participated in the process over the last five years of implementation. The contracts of the current service providers will expire on 31 March 2011. Following the expiry of those contracts new contracts are to be signed with effect from 1 April 2011 to 31 March 2014.
3. In order to ensure that the competency assessment service is available to departments in the Public Service, ten service providers have been appointed, trained and accredited by DPSA to provide a competency assessment service for departments.
4. Departments may only approach any of the following ten (10) service providers:

Service Provider	Contact Number
Deloitte and Touche	011 517 4081
Gijima Holdings	012 675 5351
Triple M Consulting	011 656 2899
Morou-Bathong Investments	082 320 9307
Landelahni Assessments	011 750 9536
Work Dynamics	021 913 8371
Leadtrain Assessments	086 11 22 828
Litha Lethu Consulting	011 447 4280
The Resolve Group	011 325-4556/7
The Assessment toolbox	011 803 2905

5. Departments are expected to utilize the above service providers on a rotational basis as the pricing is standardized for this purpose. Please note the contact details mentioned above are Head Office contact details of the companies. In order to curb additional costs associated with subsistence and travel, it is strongly recommended to ascertain from service providers if they have offices in your region. Service providers have indicated that there is sufficient regional capacity to deliver the service across several regions.
6. The standardized fee structure is as follows:

A flat fee of R 6899 including Vat as part of the recruitment process per assessment has been determined.

The fee for assessment of existing SMS members to identify developmental gaps is determined as follows:

Number of assessments	Cost incl. Vat/ assessment	Saving for the Public Service
2	R 6554	5%
3	R 6209	10%
4 or more	R 5864	15%

Fees are all inclusive and are for assessments of 1.5 days. Please make reference to the service level agreements of the service providers for a detailed breakdown of costing and fees.

7. The contracts of the above-mentioned service providers will only be effective from 1 April 2011 until 31 March 2014. It should be further noted that the term of the contract is also based on their ability to perform a quality service.
8. Should a department require further information related to the details of the process, Mrs R Singh Dastaghir may be contacted on (012) 336 1241 or via email at Renels@dpsa.gov.za.
9. Your co-operation is sincerely appreciated. All supporting documentation may be found on the DPSA website www.dpsa.gov.za.

Kind Regards



DIRECTOR-GENERAL

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