

Information and Communication Technology Proposal Form (SME)

QBE Insurance (Singapore) Pte Ltd



Your business

Name(s) in full of all entities to be insured

Websites www.
 www.

Please list the locations from which you conduct business including overseas domiciled locations:

Commencement date of your business / /

Email

Please provide the following details in respect of your principals or directors:

Name	Qualifications	Year qualified	Years practicing as principal	
			This firm	Previous firm
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/>	<input type="text"/>	<input type="text"/>

Financial details

Please supply details of your total revenue (include fee income) from the countries in which you conduct business:

Country	Revenue last financial year	Revenue current financial year (forecast)	Revenue next financial year (forecast)
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

Please state the approximate percentage of your activities (based on revenue current financial year-forecast) applicable to each region:

Asia	Australia	USA/Canada	Europe	Other	Total
<input type="text"/> %	<input type="text"/> %	<input type="text"/> %	<input type="text"/> %	<input type="text"/> %	<input type="text"/> %

Please provide the precise nature of the activities of the business, including primary purpose of the software/systems provided, sold or licensed including details of any advice provided.

Type of service	Current financial year (forecast)	Type of service	Current financial year (forecast)
IT consultancy	<input type="text"/> %	Facilities management	<input type="text"/> %
IT security consultancy	<input type="text"/> %	Data processing/entry and bureau services	<input type="text"/> %
Project management	<input type="text"/> %	Website design	<input type="text"/> %
Bespoke software development	<input type="text"/> %	Website hosting	<input type="text"/> %
Own shrink wrap/prepackaged software (sale)	<input type="text"/> %	Data hosting	<input type="text"/> %
Own customisable software (sale)	<input type="text"/> %	Cloud hosting	<input type="text"/> %
Third party shrink wrap/prepackaged software (reselling)	<input type="text"/> %	Internet service provision	<input type="text"/> %
Third party customisable software (reselling)	<input type="text"/> %	Application service provision	<input type="text"/> %
Software maintenance/support - own developed	<input type="text"/> %	Application developer	<input type="text"/> %

Business activities

Type of service	Current financial year (forecast)	Type of service	Current financial year (forecast)
Software maintenance/support - third party developed	<input type="text"/> %	IT recruitment/provision of IT contractors	<input type="text"/> %
Software/system installation	<input type="text"/> %	Telecommunications provider (own network)	<input type="text"/> %
Software/system integration	<input type="text"/> %	Telecommunications/network consultant (third party network)	<input type="text"/> %
Sale/supply of hardware	<input type="text"/> %	Training and education	<input type="text"/> %
Hardware manufacturing and sales of such hardware	<input type="text"/> %	Systems audit/certification	<input type="text"/> %
Hardware maintenance/installation	<input type="text"/> %	SCADA	<input type="text"/> %
Hardware sales (third party hardware)	<input type="text"/> %	Miscellaneous	<input type="text"/> %
Cabling	<input type="text"/> %	Total	<input type="text"/> %

Are any of your products / services:

- Intended for use in industrial/process control systems, SCADA systems, robotic and/or enterprise resource planning? Yes No
- Intended for use in aviation, navigation, radar, railway, aircraft, watercraft, military installations and/or warfare equipment? Yes No
- Intended for use in any surgical/medical application or equipment? Yes No
- Intended for use in any pollution control system, nuclear, energy, power, water and/or oil/gas/petrochemical installation? Yes No
- Intended for use for/in trading systems used in wagering, financial markets and/or crypto- currency markets? Yes No
- Intended for use in the provision of any adult content/pornographic material? Yes No
- Intended for use in emergency, fire and/or the security industry? Yes No

Contracts and contractual management

Please provide details of the two (2) largest contracts you have undertaken or completed in the last three (3) years, including those currently ongoing

Customer name	Contract period	Contract value (total)	Contract value (to you)	Country and industry sector in which the contract was performed	Brief description of work undertaken by you
	From: To:	\$	\$		
	From: To:	\$	\$		

Claims details

- Has any partner, principal, director or staff member ever been subject to disciplinary proceedings for professional misconduct? Yes No
If 'Yes', please supply details.

- a) Have any claims for negligence or breach of professional duty been made in the last ten (10) years against the business or any of its predecessors in business or any prior business of any of its present or former partners, principals or directors, or have circumstances been notified to insurers that might give rise to a claim? Yes No
- b) Have you had any claims made against you for Information & Communication Technology Liability including professional indemnity & product liability? Yes No

Are any of the partners, principals or directors, after enquiry, aware of any claim or circumstance that might give rise to a claim against the business or any prior business or any of their present or former partners, principals or directors, which matter is not referred to above? Yes No

Has your business or practice or any partner, principal or director ever been declined this type of insurance, or had similar insurance cancelled, or had an application for renewal declined, or had special terms or restrictions imposed? Yes No

Your insurance details

Do you presently carry or has the business ever carried Information and Communication Technology Liability Insurance? Yes No

If 'Yes', please provide details:

Insurer					
Expiry date	/ /		Retroactive date	/ /	
Limit	Professional Indemnity	\$	Personal injury and property damage	\$	

Please indicate if the below cover is important to you:

- (a) Patent right infringement cover (this is critical if you engage in work such as R&D, software development, programming, customization, bespoke solutions) Yes No
- (b) Limitation of liability cover (this is critical if you e.g. agree in contract to limit the liability of any third party such as suppliers, manufacturers, contractors, resellers, customers) Yes No
- (c) Contractual liability cover (this is critical if you e.g. agree in contract to indemnify or hold harmless any third party such as suppliers, manufacturers, contractors, resellers, customers) Yes No
- (d) Return of fees cover (this is critical if you e.g. enter into large contracts, enter into fixed price contracts, agree in contracts to limit your liability to the return of fees) Yes No
- (e) Privacy cover (this is critical if you e.g. handle any personally identifiable information) Yes No

Please provide the following information which will increase the underwriters understanding of your company

- marketing material outlining your company's capabilities;
- copy of customer, supplier, contractor agreements;
- copy of quality assurance, risk management, disaster recovery plan and due diligence procedures;
- due diligence procedures for intellectual property clearances.

Personal Information Collection Statement ("PICS")

In relation to the personal data collected by QBE Insurance (Singapore) Pte. Ltd. ("QBE SG"), I/we agree and acknowledge that:

- a) the personal data requested is necessary for QBE SG to process your application for insurance or claim and any such data not provided may mean this application or claim cannot be processed;
- b) the personal data collected in this form may be used by QBE SG for the purposes stated in its Privacy Policy found at www.qbe.com/sg. These include underwriting and administering the insurance policy being applied for (including obtaining reinsurance, underwriting renewals, claim processing, investigation, payment and subrogation and any related purposes)
- c) QBE SG may transfer the personal data to the following classes of persons (whether based in Singapore or overseas) for the purposes identified in (b) above:
- third parties providing services related to the administration of my/our policy (including reinsurance);
 - financial institutions for the purpose of processing this application and obtaining policy payments;
 - in the event of a claim, loss adjustors, assessors, third party administrators, emergency providers, legal services providers, retailers, medical providers and travel carriers;
 - another member of the QBE group (for all of the purposes stated in (b)) in any country; or
 - other parties referred to in QBE's Privacy Policy for the purposes stated therein;
- d) I/we may gain access to, or request correction of my/our personal data (in both cases, subject to a reasonable fee), via email or post at:
QBE Insurance (Singapore) Pte Ltd
Address: 1 Wallich Street, #35-01, Guoco Tower, Singapore 078881
Email: info.sing@qbe.com
- e) that where I/we are providing personal data on behalf of another person to QBE SG, I/we have obtained consent from the other person who have agreed that their personal data will be released to QBE SG in accordance with paragraphs(a, (b) and (c) above.

Please tick here if you do not want us to use your personal data to contact you by email with information about goods and services of QBE SG or their affiliates.

I/We have read and understood the Personal Information Collection Statement attached to this Proposal Form.

I would like to receive information about goods and services of QBE SG or their affiliates via email and/or phone. Yes No

Declaration

I the undersigned, after enquiry declare as follows:

1. I am authorised by each of the other entities to be insured to complete this proposal form.
2. I have read and understood the notice to the proposed insured at the back of the proposal form.
3. I have read this proposal form and the accompanying documents and acknowledge the contents of same to be true and complete.
4. I understand that, up until a contract of insurance is entered into, I am under a continuing obligation to immediately inform QBE of any change in the particulars or statements contained in this proposal form or in the accompanying documents.

Name of business

Signed: Partner, principal or director

Date