



PROJECT MANAGERS SUPPLEMENTARY QUESTIONNAIRE

IMPORTANT NOTICE

This Supplementary Questionnaire forms a key part of your PI Proposal and it is important that all material facts continue to be fully, frankly and accurately disclosed.

PLEASE REMEMBER TO SIGN AND DATE THIS FORM.

JURISDICTION

Except to the extent otherwise provided in any subsequently issued policy, the content and use of this form and any agreement entered into pursuant to this form or any dealing in relation to or arising from this form are governed by the laws of New Zealand and in relation to those matters, the parties submit to the jurisdiction of the courts of New Zealand.

Name of Applicant

Name of Broker

A APPLICANT DETAILS

1. Please name any other parties to be included in this proposal.
(e.g: subsidiary/management control/joint venture partner etc)

Name	Equity interest of main proposer*	Reason for inclusion

2. Do you use independent specialist consultants? Yes No

If Yes,

(a) Do you ensure that they have their own PI insurance to at least an equal limit to that you are now proposing? Yes No

(b) Will you ensure such consultants are directly engaged by your client? Yes No

3. Do you, or any employee, have the approval to operate as a building certifier or an independent qualified person as defined in the Building Act 1991? Yes No

If Yes, please provide full details

B BUSINESS DETAILS

1. Please complete the following for the five largest contracts undertaken in the past five years

	Description	Location	Value	Fees
1			\$	\$
2			\$	\$
3			\$	\$
4			\$	\$
5			\$	\$



2. Please state what percentage of contract values relate to the following fields of activity:

	New Zealand	Overseas
Architectural	%	%
Engineering - Chemical	%	%
Engineering - Civil	%	%
Engineering - Electrical	%	%
Engineering - Mechanical	%	%
Engineering - Structural	%	%
Geotechnical	%	%
Heating & Ventilating	%	%
Surveying - Building	%	%
Surveying – Land	%	%
Surveying – Quantity	%	%
Town Planning	%	%
Other (please specify) <input type="text"/>	%	%

3. Please state the approximate percentage of contract value undertaken in relation to each the following categories:

	New Zealand		Overseas	
	Design only	Design & Consult	Design only	Design & Consult
Homebuilding				
Individual dwellings	%	%	%	%
Low rise multiple dwellings	%	%	%	%
High rise multiple dwellings	%	%	%	%
Modular dwellings (ie repetitive design)	%	%	%	%
Engineering Construction				
Highways	%	%	%	%
Bridges, tunnels and dams	%	%	%	%
Railways, airports, harbours and jetties	%	%	%	%
Sewerage or water systems	%	%	%	%
Industrial				
Power plants	%	%	%	%
Refineries and petro-chemical installations	%	%	%	%
Manufacturing plants	%	%	%	%
Industrial building systems	%	%	%	%
Amenities				
Hospitals and nursing homes	%	%	%	%
Schools and universities	%	%	%	%
Hotels and recreation centres	%	%	%	%



4. Please give details of any contracts where construction is expected to start in the next 12 months

Start date	Description of contract and services provided	Contract value	Approx date of completion
		\$	
		\$	
		\$	
		\$	
		\$	

5. Which of the following professional services have been or are likely to be undertaken?

Service	Y/N	Service	Y/N
Feasibility studies		Co-ordination/expediting	
Cost estimates		Arranging site insurances	
Cash flow forecasts		Inspection of installation	
Geotechnical services		Measurement	
Provision of design criteria		Authorising progress payments	
Working drawings		Administering retention fund	
Flow sheets		Supervision of commissioning	
Drafting contract conditions		Certifying final completion	
Instructions to tenderers		Issuing variation orders	
Tender adjudication		Settling contractual claims	
Quantity estimates		Certifying final payment	
Quality control/assurance		Other (specify) <input type="text"/>	
Approval of detailed design		Other (specify) <input type="text"/>	

C FINANCIAL DETAILS

1. Please state your annual fee income for project management services performed for each of the last three years together with anticipated fees for next year, as follows:

	New Zealand			Overseas		
	In House	Joint Ventures	External Clients	In House	Joint Ventures	External Clients
2 yrs ago	\$	\$	\$	\$	\$	\$
Last year	\$	\$	\$	\$	\$	\$
This year	\$	\$	\$	\$	\$	\$
Next year	\$	\$	\$	\$	\$	\$



2. Is there any other information in your possession that you would consider material to the risk being proposed?

Yes No

If Yes, please provide full details

Four horizontal lines for providing details.

DECLARATION

I declare that all answers and statements in this supplementary questionnaire are correct and complete in every respect and there is no further information, outside of that supplied in this questionnaire or the Proposal Form, which may affect acceptance of this proposal.

Signed [text box]

Date [/ /]

Printed name [text box]

Position [text box]



Quay Tower, 29 Customs Street, PO Box 44, Auckland. www.qbe.co.nz Phone: 00 64 9 366 9920, Fax: 00 64 9 366 9930

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