



Qnect B2B User Guide

Private Motor Prestige

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Step 1: Select Product/Account number


After login to Qnect portal:


1. Go to [\[Quotes > Get a new quote\]](#) on the header toolbar
2. Select [\[Personal Insurance\]](#) tab
3. Select [\[Motor\]](#)


Create Quote


Personal Insurance SME Insurance Corporate & Specialty Insurance


Instant Quote and Bind ⓘ

 Home

 Personal Accident

 Motor

 Travel

 Travel Prestige

Select Account Number, Inception Date and Expiry Date, then click [\[CREATE QUOTE\]](#)

- Inception Date cannot be earlier than current date
- Expiry Date must be between 6 to 18 months after Inception Date

New Quote

To obtain a new quote, choose a policy type, then click **Create Quote**.

Product Type*	Motor
Account number*	
Reference	
Inception Date*	15/07/2025
Expiry Date*	14/07/2026
Cover Section	<input checked="" type="radio"/> Private Vehicle <input type="radio"/> Commercial Vehicle

[CREATE QUOTE](#)

Step 2: Fill in Basic Cover Details

Step 2a: Main Cover

1. Select Cover Type and Use of Vehicle
2. Click **[SEARCH FOR VEHICLE]** beside the Vehicle Description box to select vehicle

Motor Quick Quote

Cover Type*

Use of Vehicle*

Vehicle Description*

Main Driver Age*

SEARCH FOR VEHICLE

Find your Vehicle by filling in the Year of Manufacture, Make and Model, then click on a Vehicle in the displayed list.

Select Vehicle Classification

Search Vehicle

Year of Manufacture:

Make:

Model:

Please select your car

Body Type:

Cylinder Capacity:

Search results

Description	Seats	Cyl
B9 Sedan 4dr TFSI, S-Tronic 7sp FWD 2.0iT	5	1984
B9 Sedan 4dr TFSI Quattro, S-Tronic 7sp All Wheel Drive 2.0iT (Design)	5	1984
B9 Wagon 5dr TFSI, S-Tronic 7sp FWD 2.0iT	5	1984
B9 Wagon 5dr TFSI Quattro, S-Tronic 7sp All Wheel Drive 2.0iT (Design)	5	1984

Sum Insured will be displayed if selected Vehicle is a SuperCar (Referral will be triggered).

Unable to find your Vehicle?

While our Red Book Database is constantly being updated, there will be occasions when the latest vehicles are not yet recorded in our database. In such a scenario, please contact your QBE Handler for assistance.

3. Select Main Driver Age, Safe Driver Discount, Driving Experience and NCD

Main Driver Age*	Age between 25 to 30 yrs
Safe Driver Discount*	Main driver does not have Certificate of Merit
Do all drivers have at least 2 years of driving experience?*	Yes
No Claims Discount*	0%

Step 2b: Optional Covers








If Comprehensive Cover is selected, “**Optional Covers**” section will be displayed after Vehicle is selected. Proceed to fill in all the details needed.

Optional Covers	
Exclusion of COE / PARF	No
Driver Excess Adjustment	
Non-Authorised Workshop	No

1. Exclusion of COE / PARF (Yes or No)
2. Driver Excess Adjustment (-S\$500 to S\$2000)
3. Non-Authorised Workshop (Yes or No)

Step 2c: Indicative Premium (non-binding)











After filling in all relevant details, click **[CALCULATE PREMIUM]**, then click **[NEXT]**

		CALCULATE PREMIUM
 Comprehensive	 Premium 4,360.55	 Commission Adjustment
Section I	 \$2000 Insured / Named Driver Excess	 \$2500 Unnamed Driver Excess
All Claims	 \$3500 Young &/or Inexperienced Drivers	 Authorized Employee/Driver Excess
ABANDON		NEXT

Step 3: Fill in Specific Details

Step 3a: Vehicle Details

Vehicle Details

Cover Type*	Comprehensive	
Use of Vehicle*	Private Use	
Vehicle Description*	2019 Audi A4 B9 Sedan 4dr TFSI Quattro, S-Tronic 7sp All Wheel Drive 2.0iT (Design)	 SEARCH FOR VEHICLE
Make and Model*	Audi A4	
Body Type*	SEDAN	
Cylinder Capacity*	1984	
Seating Capacity*	5	
Vehicle Registration No.*		
Engine Number*		
Chassis Number*		
New Vehicle?*	No	
Car Registration Date*	15/07/2025	
Hire Purchase		

Fill in the new fields:

- Vehicle Registration Number
- Engine Number
- Chassis Number
- New Vehicle?
- Car Registration Date
- Hire Purchase (if required)

* If Vehicle is new and does not have Registration Number yet, use Chassis Number as a placeholder and select **"Yes"** for New Vehicle. After vehicle registration, contact QBE for Endorsement to include Registration Number and Registration Date.

* If any vehicle is registered under a company, please note that the 'Use of vehicle' should be indicated as 'Business'

Step 3b: Driver Details

Driver Details

Driver Type* ⓘ

Full Name of Driver*

Occupation* ⓘ

Date of Birth (DD/MM/YYYY)*

NRIC / FIN*

No of Years Licensed*

[Add](#) [Clear](#)

Driver Name	Driver Type	Occupation	Date of Birth	NRIC	Yrs Licensed	Safe Driver Disc	Insured driving?	
Driver A	Insured Driver	Others	01/01/2000	123	2 years or more	N	Yes	
Driver B	Named Driver	Others	01/04/1994	321	2 years or more	N/A	N/A	

- Each Policy must have 1 Insured Driver (no limit on Named Drivers)
- Premium is calculated based on worst Driver (not headcount)
- Click Add after filling in the Driver Details to add them to the list

Step 3c: Optional Details

No Claims Discount

No Claim Discount ⓘ

Optional Extensions

Exclusion of COE / PARF

Driver Excess Adjustment ⓘ

Non-Authorised Workshop ⓘ

No change from Step 2.

Click **[CALCULATE PREMIUM]**, then click **[NEXT]** to proceed

[Clauses \(1\)](#) [General pages](#)

Premium Breakdown:	Annual Premium	Premium Due	GST	Total Due
Private Car	\$3,981.46	\$3,981.46	\$358.33	\$4,339.79
Total	\$3,981.46	\$3,981.46	\$358.33	\$4,339.79

CALCULATE PREMIUM >

Total Premium **4,339.79** **SGD**

ABANDON **CANCEL** **< BACK** **NEXT >**

If Driver inputted is too young, lack driving experience, or occupation falls outside guidelines, a referral message will appear.

Excess

Pending Referral

Referral Messages Applicable to Intermediaries
Please review Risk/s based on the following referral reasons:

- Referral required for young and inexperienced driver
- Driving Experience

[Clauses \(1\)](#) [General pages](#)

CALCULATE PREMIUM >

Total Premium **Pending Referral**

ABANDON **CANCEL** **< BACK** **NEXT >**

Step 4: Policy Review

Motor Vehicle Insurance CUSTOMER VIEW - ON PRINT

Review

Period of Insurance 15 July 2025 to 14 July 2026

Non-Situation Dependent Risks

Cover Sections

[Expand All](#) / [Collapse All](#)

	Annual Premium	Premium Due	GST	Total Due	
Private Car 2019 Audi A4	\$3,981.46	\$3,981.46	\$358.33	\$4,339.79	Premium Varied
Sub-Totals	\$3,981.46	\$3,981.46	\$358.33	\$4,339.79	

	Annual Premium	Premium Due	GST	Total Due
Policy Total	\$3,981.46	\$3,981.46	\$358.33	\$4,339.79

Attachments

Applicable to

File Name/ Description

File

Applicable to	Date Attached	Description	File Name	Size in MB
---------------	---------------	-------------	-----------	------------

Additional supporting documents can be included under the "Attachments" section.

*Certificate of Merit must be attached if Main Driver has Certificate of Merit.

* Vehicle Logcard must be attached before Issuing Policy (not required for Quote)

Click [\[NEXT\]](#) to proceed.

Step 5: Issue Quote/Policy

Step 5a: Underwriting Questions

Claims Question

In the Last 3 years?

Have you or the named driver(s) had any claims/losses? (Please also include any claims/losses by unnamed driver(s) involving this vehicle) Yes No

Claims Details

Claims Experience (Count)* 1 2 3 4 or more

Claims Experience (Incurred)* Less than or equal to S\$10000 More than S\$10000

Claims Experience (Count) >= 4 or and/or Claims Experience (Incurred) >\$10,000 will trigger Referral

Replaced Policy Number

There is an optional field if this new policy is replacing an old policy.

Step 5b: Customer Details

Search for an Existing Customer or fill in the New Customer Details manually.

Customer Details

SEARCH FOR EXISTING CUSTOMER

Customer Type*

Check the box if Customer Details are the same as the Insured Driver details

Name*

NRIC / FIN* ⓘ

Title

Gender

Date of Birth*

Nationality

Mobile Number

Email Address*

Client Address*

Step 5c: Turn off Auto-Renewal

By default, Auto-renewal Service is turned on. However, only credit card payment is applicable to auto-renewal service.

Click **[Turn off auto renewal]** if client doesn't want Auto-renewal Service.

Auto-renewal Service is turned on
Only credit card payment is applicable to auto-renewal service

Auto-renewal service

Auto-renewal status: **On**

- The policy will be automatically renewed upon expiry. Prior to the policy's expiration, the policyholder will receive the terms of renewal for review.
- The payment for the policy renewal will be automatically debited using the credit card information you provided during application process.
- The policyholder may turn off the auto-renewal function at renewal period or update the credit card details at any time.
- By turning on auto-renewal, the policyholder agrees to the Terms and Conditions.

Auto-renewal service terms and conditions

Turn off auto-renewal

Total Premium 4,339.79 SGD

ABANDON **< BACK** **SAVE PENDING** **ISSUE QUOTE** **REFER TO UNDERWRITER** **MAKE PAYMENT >**

Step 5d: Issue Quote

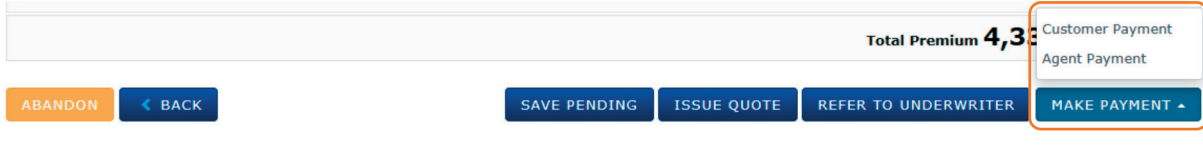
Click **[ISSUE QUOTE]** to generate Quotation documents for Customer's review. Quote can be edited and reissued.

Total Premium 4,339.79 SGD

ABANDON **< BACK** **SAVE PENDING** **ISSUE QUOTE** **REFER TO UNDERWRITER** **MAKE PAYMENT >**

Step 5e: Make Payment (Customer Payment, Agent Payment)

Click **[MAKE PAYMENT]** and the dropdown will display 2 options to select from: Customer Payment and Agent Payment



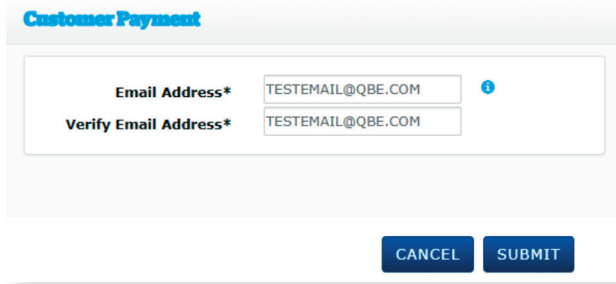
The screenshot shows a payment interface with a total premium of 4,339.79. A dropdown menu is open, showing two options: 'Customer Payment' and 'Agent Payment'. Below the dropdown are several buttons: 'ABANDON', 'BACK', 'SAVE PENDING', 'ISSUE QUOTE', 'REFER TO UNDERWRITER', and 'MAKE PAYMENT'.

Customer Payment

Use case: Ideal for B2B2C models where the customer completes the transaction independently.

Enter the customer's email address and click **[Submit]** to proceed.

Qnect will send an email with the quotation and a payment link.

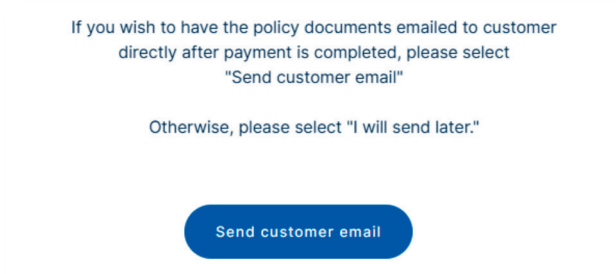


The screenshot shows the 'Customer Payment' form. It has two input fields: 'Email Address*' and 'Verify Email Address*', both containing the text 'TESTEMAIL@QBE.COM'. There are 'CANCEL' and 'SUBMIT' buttons at the bottom.

Agent Payment

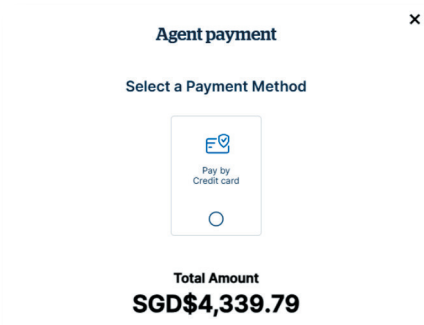
Use case: Useful when the agent manages the entire process and prefers to control the payment and issuance.

Click **[Send customer email]** if you want the policy documents emailed to customer directly after payment is made. Else, click **[I will send later]**



The screenshot shows a confirmation dialog for the Agent Payment. It asks the user to select a payment method: 'Send customer email' or 'I will send later.' There is a 'Send customer email' button at the bottom.

A pop up with a PayNow QR code will appear for you to scan and make payment.



The screenshot shows a pop-up window titled 'Agent payment'. It asks the user to 'Select a Payment Method' and shows a QR code for 'Pay by Credit card'. The total amount is displayed as 'Total Amount SGD\$4,339.79'.

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