

# Information and Communication Technology proposal form (SME)



QBE Insurance (Malaysia) Berhad Reg. No.: 161086-D

(Licensed under the Financial Services Act 2013 and regulated by Bank Negara Malaysia)  
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 GST Reg No.: 002077360128

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Cover Note No.	<input type="text"/>	Intermediary No.	<input type="text"/>
Intermediary Contact Number	<input type="text"/>	Intermediary Name	<input type="text"/>
Are you Registered for GST ? If Yes, Please provide the following			<input type="checkbox"/> Yes <input type="checkbox"/> No
GST Registration Date	<input type="text" value=" / /"/>	GST Registration Number	<input type="text"/>
Name of Company	<input type="text"/>		
<i>(Hereinafter referred to as "Company" in this Proposal and in the Policy)</i>			
Principal Address	<input type="text"/>		
<input type="text"/>			
Postal Code	<input type="text"/>	Contact no	<input type="text"/>

## Your business

Name(s) in full of all entities to be insured	<input type="text"/>	Websites	<input type="text" value="www."/>
	<input type="text"/>		<input type="text" value="www."/>

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

  


Commencement date of your business

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

Name	Qualifications	Year qualified	Years practicing as principal	
			This firm	Previous firm
		/ /		
		/ /		

## 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)
	RM	RM	RM
	RM	RM	RM
	RM	RM	RM
<b>Total</b>	RM	RM	RM

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
%	%	%	%	%	%

## Business activities

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"/> %
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"/> %	<b>Total</b>	<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 five (5) 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:	RM	RM		
	From: To:	RM	RM		

## 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 or 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	RM
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Personal injury and property damage	RM
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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.

## Declaration and signature

### Privacy Policy Statement

I/We understand, acknowledge, agree and consent that QBE Insurance (Malaysia) Berhad and all of its related companies (“QBE”) is permitted to collect, use, disclose and/or process my personal data revealed hereto. QBE is at liberty to disclose and transfer (including outside Malaysia) such personal data to relevant third parties provided that the revelation of my personal data is strictly for the purpose(s) in relation to the insurance which I have applied hereto, including but not limited to, the purpose(s) of: (i) processing, handling and/or dealing with my claims including the settlement of the claims and any necessary investigations relating to the claims; (ii) exercising any rights that QBE may have to recover monies from third parties; (iii) making reinsurance recoveries; (iv) investigating the accident and/or my claims; (v) carrying out and/or dealing with my instructions or responding to any enquiries by me; (vi) administering my claims (including the mailing of correspondence, statements, invoices, reports or notices to me, which could involve disclosure of certain personal data about me to bring about delivery of the same as well as on the external cover of envelopes/mail packages); (vii) the development of databases on claims, claims statistics and/or claims development; and/or (viii) complying with applicable law in administering, processing, handling and/or dealing with my claims; (collectively the “Purpose”). My consent given hereto covers any repeated collection of my personal data in the same circumstances and is in line with the requirement set forth on the Personal Data Protection Act 2010.

QBE Insurance (Malaysia) Berhad is committed to ensuring the safety and security of your personal data. You may refer to our Privacy Policy Statement which is posted at our website [www.qbe.com.my](http://www.qbe.com.my). If you seek further enquiries, please contact the Personal Data Privacy Officer at telephone number 03-78618400.

I/We do hereby declare that:

1. I am/we are authorised to make this proposal.
2. The answers stated in this proposal are true and complete and I have not withheld any information which may influence the acceptance of this application.
3. This application and declaration hereby given shall be the basis of the contract with the Company and I/we will accept the terms, exclusions and conditions which will be set out in the policy to be issued.
4. The liability of the Company does not commence until the application has been accepted.

Proposer's Signature:

Date: (dd/mm/yy)

and company stamp