



Professional Indemnity Proposal Form
For
CONSULTING ENGINEERS, QUANTITY & LAND SURVEYORS
Part 2 - Additional Information

- 1. Discipline in which engaged and in the case of multi-disciplinary practices the percentage of total fees attributable to each profession.
(Please be specific, eg. Consulting Engineers - should distinguish between Civil, Structural, Mechanical, Electrical, Hydraulic, Ventilation and other activities).

Profession _____ Percentage of Total Fees _____ %

2. STAFF COMPLEMENT

Total number of :

- a) Partners / Principals / Directors _____
b) Qualified Staff _____
c) Draughtsmen _____
d) Trainee Staff _____
e) Other Technical Staff _____
f) All other staff _____
g) Total Complement _____

3. PROFESSIONAL / BUSINESS RELATIONSHIPS

- a) Does the Practice or any Partner / Principal / Director have any association with or financial interest in any other Practice / Company / Organisation ?

YES [] NO []

If YES; please give full details.

b) Is the practice of any Partner / Principal / Director engaged with any other practice or person in a Single Project Partnership ?

YES NO

If YES; please give full details.

c) Is the Practice or any Partner / Principal / Director a member of a Consortium or Group Practice ?

YES NO

If YES; please give full details.

The Company's standard policy does not cover any liability that may flow from collaboration in Consortium or Single Project Partnership, and notice must be given of any such association that may be entered into during the contract subsistence of the Insurance contract.

4. Does this Practice undertake any work whatsoever where the “end product” of such work is carried out in territories other than Republic of Kenya ?

YES NO

If YES; please give the following details :

Country	Starting Date	Type of Contract	Total Contract Value	Approximate Completion
			Kshs.	
			Kshs.	
			Kshs.	
			Kshs.	

5. Please state the 5 largest contracts commenced during the past 6 years :

Country Starting Date	Type of Contract	Total Contract Value	Approximate Completion
		Kshs.	
		Kshs.	
		Kshs.	
		Kshs.	
		Kshs.	

6. Please give the approximate percentage applicable to these specified projects as a percentage of the total work which you have carried out during the past 12 months.
(All of these questions must be answered)

		Approximate Percentage (If "NONE", state "NONE")
a)	Feasibility studies, reports, Surveys, etc. (where applicant is not involved in actual design work)	%
b)	Bridges and / or Tunnels	%
c)	Dams	%
d)	Mines	%
e)	Harbours or Jetties	%
f)	Sewerage Schemes	%
g)	Foundations and Underpinning	%
h)	Soil Testing	%
i)	Water Schemes	%
j)	Nuclear or Atomic Projects	%

k)	Heating, Ventilating and Air Conditioning	%
l)	Chemical, Petro-chemicals and Refineries	%
m)	Housing Schemes	%
n)	High Rise Buildings	%
o)	Schools, Hospitals and Municipal Buildings	%
p)	Industrial Systems Buildings	%
q)	Mechanical Plant and Bulk Handling Equipment (including Silos etc.)	%
r)	Other work including any specialist activities not shown above (Please Specify)	%
		100 %

6.1 SUPERVISION OF CONSTRUCTION

a)	Proportion of work where Firm both designs and supervises the actual construction.	%
b)	Proportion of work where Firm provides technical supervision of construction from the design made by other Firms.	%

7. QUOTATION REQUIRED

a)	Limit of Indemnity	
	Kshs.	any one period of insurance inclusive of costs and expenses.
	Kshs.	any one period of insurance inclusive of costs and expenses.
	Kshs.	any one period of insurance inclusive of costs and expenses.

b) DEDUCTIBLE (EXCESS) (The amount carried by the Insured per claim)

Excess	
Kshs.	each and every claim.
Kshs.	each and every claim.
Kshs.	each and every claim.

8. FEE INCOME

(This question must be completed accurately as the figures are used for rating purposes)

a) Please give gross fees received during the past five years :

Year	Gross Fees	Year	Gross Fees
	Kshs.		Kshs.
	Kshs.		Kshs.
	Kshs.		

b) Please give the estimated fees for the coming 12 months. Kshs. _____

9. When independent or specialist consultants are required for any commission, have you in the past ensured, and will you in the future endeavour to ensure that such consultants are appointed directly to your client.

a) In the past YES NO

a) In the future YES NO

* *The Company must be informed whenever a client requires that you engage or employ consultants.*

10. APPLICABLE TO LIMITED COMPANIES ONLY

10.1 Do your charges accord with the scales sanctioned by the Professional Body in the field in which you are engaged ? YES NO

10.2 If *NO*; on what basis do you charge for your services ?

10.3 PLEASE ATTACH to this Proposal, specimens of the FORMS OF AGREEMENT which you ordinarily enter into with your clients.