



General insurance
company
Solid partners, flexible solutions

REGISTRATION OF AUTO REPAIRERS FOR THE PERIOD 2017 – 2019

In order to successfully conduct its business, ZSIC General Insurance Limited often requires the services of reputable auto repairers to make good accident damaged motor vehicles for its clients.

In accordance with the provisions of the PPA Act No. 12 of 2008, ZSIC General Insurance Limited has set aside funds towards registration of auto repairers and wishes to apply part of the funds to register eligible auto repairers for the period 2017-19.

ZSIC General Insurance Limited now invites applications from auto repairers for the purpose of registration for the period 2017-19. Applicants will be expected to satisfy the following conditions and all applications that will not satisfy the minimum conditions will be considered non-responsive:

- 1) Shall be an auto repairer (with trained mechanics, auto electricians, painters, panel beaters in their employment) to store and repair vehicles which are the subject of claims by the company's clients;
- 2) With a good, presentable garage, with adequate security, equipment and facilities to assess and repair vehicles;
- 3) Ability to provide services to the company's clients by towing damaged vehicles from such places as the company shall designate on a 24 hour basis;
- 4) Proof of ownership of reliable towing facilities;
- 5) Proof of adequate storage space and facilities to be an Auto Repairer and expertise to repair vehicles;
- 6) Responsibility for safe custody, security and/or care for the vehicles kept at its premises and shall be liable in the event of loss/damage or destruction on any vehicle or part thereof kept in its premises;
- 7) Proof at all times that there is adequate insurance against fire, burglary, bailees and public liability for the premises and vehicles kept on or persons coming to the premises;
- 8) Proof of past experience in auto repairs with traceable references;
- 9) Company Registration Certificate/ Certificate of Incorporation, VAT Registration Certificate, Tax Clearance Certificate;
- 10) Detailed curriculum vitae of key staff,
- 11) Applicants should provide details on past and present professional repair works and similar contracts running or executed, and the applicant must strive to amplify on ability to perform the assignments.
- 12) Applicants should have a good track record in execution of similar services.

Applications clearly marked "**Registration of Auto Repairers**" should be deposited in the Tender Box situated on the 1st Floor, Premium House, Lusaka or Ground Floor, Grasan House, Ndola on or before Monday 24th April, 2017 at 14:30 hours local time and any application received after the time and date stipulated above will not be accepted. The applications will be opened in the Committee Room on the 1st Floor, Grasan House, Ndola or the Boardroom, 2nd Floor, Premium House, Lusaka on the same date at 14:30 hours in the presence of applicants or their representatives who choose to attend.

Applicants may obtain further information from ZSIC General Insurance Limited, Administration and Purchasing department, Premium House, P.O. Box 30894, Lusaka, Zambia. The telephone numbers are 260 211 229345/57 and Fax number is 260 211 222263. **HOWEVER, TELEGRAPHIC OR ELECTRONIC APPLICATIONS WILL NOT BE ACCEPTED.**