



INSURE

Required Documents /Information	
Company registration document/Owner Identity document (Sole Prop)	Confirmation of Liability Cover
Valid banking account	Business Address/Province/City/GPS Cord
SARS compliance document	Contact Information /E mail etc.
Technological Capabilities	Yes / No
Audatex	
Fibre/Broadband - Active and Installed	
E mail facilities	
Digital Camera	
General Performance	Yes / No
Evidence of client feedback mechanisms and some form of measurement criteria to measure client feedback - Quapter Connect	
Image	Yes / No
External visible Signage	
Internal Signage such as "Office" , reception etc.	
Facilities	Yes / No
Reception area	
Designated parking facilities for customers	
Designated parking facilities for disabled	
Customer rest rooms	
Secured storage facilities for parts	
Secure overnight parking	
24 hour security provided	
Safekeeping - customers property	
Car wash	
Covered working bays	
Quotation area	
Panel beating bay	
Quality checking /Detailing bay	
Vehicle delivery bays	
Mechanical workshop	
Employee Details	Yes / No
Qualified auto body repairers	
Qualified spray painters	
Mechanics	
Number of Estimator	
Designated quality controller	
Equipment details - Paint shop	Yes / No
Construction with extraction/filtration combination unit	
Spray booth / Oven combination	
Spray guns (prime/colour/polyster & rubberise)	
Suitable compressor	
Comprehensive paint manufacturers formula for colour matching including bench and scale	
Short wave infra red lights	
Mobile dry flatting system	
Centralised complete dry flatting system in paint shop	
Prime spray bay with extraction & filtration	
Polishing bay	
Paint mixing room with ventilation	
Equipment details	Yes / No
2 or 4 post hoist	
Working covers for work bays where welding or grinding operations are performed to protect all affected areas for work in progress (seats, dash, carpets etc)	
Seat covers for all other work in progress vehicles	
Separate tools and tool box for aluminium repairs	
Mig/Mag welder converted for aluminium	
Pneumatic or electric body saw or plasma cutter	
Mig/Mag welder	
Den puller with shrinking ability (electronic)	
Spot welder with min output of 3 500 amps	
Spot welder with dent pulling capacity with min output of 3 500 amps	
Multi-purpose spot welder with a min output of 5 000 amps	
Radiator pressure test kit	
Headlamp setting facility	
Electronic wheel alignment system	
Floor mounted chassis straightening repair frame with 10 ton pulling capacity and clamping equipment	
Mobile chassis repair bench with a min of 4 anchoring points and multiple pull capabilities	
A bench with a fixed bracket or universal jig system or bench system with 3 dimensional mechanical or electronic measuring system	
Diagnostic equipment	
Environmental waste disposal facility	



The questions below are additional , should you tick yes for any of the questions below , kindly provide supporting documents when submitting your company profile

Manufacturer Approvals	Please indicate manufacture's approvals
DCSA (Mercedes, Chrysler, Mitsubishi, Dodge)	
Fiat & Alfa	
Ford & Mazda	
GM (Opel, Isuzu, Suzuki, Chevrolet, Daewoo) authorized	
GM (Opel, Isuzu, Suzuki, Chevrolet, Daewoo, SAAB) approved	
Honda	
Hyundai	
Kia	
Nissan	
PAG	
Peugeot	
Renault	
Rover, MG & Proton	
BMW	
Ssanyong	
Subaru	
VW, Audi & SEAT	
VW, Audi Aluminum	
TATA	
Mahindra	
Other	
Other	
Other	
Other	
General	Yes / No
Open for business on a Saturday	
24hrs facilities for receiving vehicles	
Broad Based BEE	The BEE rating of repairers will be strongly weighted and therefor promote the selection of BEE ABR's to fill the vacancies YES/NO
BBBEE	
Black Ownership	
Black Women Ownership	
Annual Turn Over	
Image	Yes / No
Do the staff wear uniforms	

Regional Procurement Consultant	Regions Serviced	Contact Details
Yolanda Prinsloo	Gauteng/ Mpumalanga/ Limpopo/ Rustenburg/ Brits/ Free State/ North West	Yolanda.prinsloo@ominsure.co.za
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