

**TRINITY METALS LIMITED  
SUPPLY CHAIN  
SOLE SUPPLIER MOTIVATION / BID WAIVER FORM**

**In compliance to the FIN 01: DELEGATION OF AUTHORITIES POLICY**

- All Purchase Orders >\$ 500 must be supported by 3 quotes obtained through the tender process by the Supply Chain Department.
- All exceptions to the tender 3 quote Procurement process will be subject to a written Deviation Request, being in the form of a Bid Waiver Motivation/Sole Supplier Motivation.
- **A Bid Waiver Motivation** should be completed in instances where there are other potential suppliers, but sound reasons exist not to go out on tender to multiple potential bidders, before selecting the final supplier.
- **A Sole Supplier Motivation** shall be used only in instances where there is no other supplier providing the required product(s) and/or service(s).

**SOLE SUPPLIER MOTIVATION**

**BID WAIVER MOTIVATION**

(Tick the appropriate box)

Discipline/Department:

ENGINEERING

Contact person:

Yes

Tel. no.:

0785530117

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	1 SEPERATOR FILTER
Background information	Replacing old one
Scope of service(s) or product(s) required	SEPERATOR FILTER
Details of recommended supplier	M.S. COMMERCE DE PIECE LTD
Motivation for recommending this supplier	Is the supplier who has this space and quality ones.
Estimated Value/Budget and Cost	531,000 Rwf
What other Mine/Mines are using this service(s)/ product(s)?	Trinity
Additional information	Trinity nyakabingo

We the undersigned do hereby declare that:


Neither I, nor any members of my family are directly or indirectly employed; directors of the company; members of close corporation or share in partnership or joint venture with the supplier referred to in this motivation.

All Sole Supplier Motivations/ Bid Waiver Motivations must be signed off in terms of the Delegation of Authority (DOA).



**Summary Table of Authorisation –Budgeted Requisitions**


Value	Authorisation
\$5 000 to \$50 000	Manager, General Manager
\$50 001 to \$100 000	Manager, General Manager, COO
\$100 001 to \$400 000	Manager, General Manager, COO & CEO
\$400 001	Manager, General Manager, COO, CEO and Board





MATABARO T. Claude  
 Name  
Mechanician  
 Designation  
  
 Signature  
26/03/2024  
 Date



I Yves  
 Name  
Eng. Section Leader  
 Designation  
  
 Signature  
26/03/2024  
 Date

Motivation supported

  
 Group Procurement Superintendent  
  
 Date

Evode Imena  
 Name  
G.M.  
 Designation  
  
 Signature  
28-03-2024  
 Date

  
 Name  
  
 Designation  
  
 Signature  
  
 Date

  
 Group Supply Chain Manager  
  
 Date

