

**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:

J. JUV

Tel. no.:

0785530117

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	New Motorbike
Background information	-
Scope of service(s) or product(s) required	New Motorbike.
Details of recommended supplier	Universal Auto Limited
Motivation for recommending this supplier	is Representative of Boxer in Rwanda. (Boxer Motorbike)
Estimated Value/Budget and Cost	1,962,310 Rwf.
What other Mine/Mines are using this service(s)/ product(s)?	-
Additional information	-

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

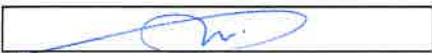
Value	Authorisation
\$5 000 to \$50 000	Manager, General Manager
\$50 001 to \$100 000	Manager, General Manager, COO
\$100 001 to \$400 000	Manager, General Manager, COO & CEO
\$400 001	Manager, General Manager, COO, CEO and Board

IRADU KUNDA .Hos

Name

Engineering Section leader

Designation



Signature

16/05/2024

Date

Jud n lewe.

Name

Rel. G. Manager

Designation



Signature

16/05/2024

Date

Motivation supported



Group Procurement Superintendent



Date



Name



Designation



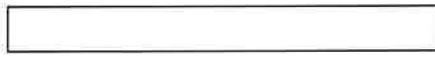
Signature



Date



Name



Designation



Signature



Date



Group Supply Chain Manager



Date

UNIVERSAL AUTO LIMITED

PROFORMA INVOICE

CLIENT DETAILS	
Name:	Rutongo Mine ltd
Tel:	0784151347
Address:	Rulindo

Date:	16/05/2024
ORDER NO	535
DISPLACEMENT	150cc
YEAR OF MANUFACTURE	2024

S/No	DESCRIPTION	Units	Unit Cost	Amount
1	Boxer150VAI (inclusive)	1	RWF 1,824,000	RWF 1,824,000
2	Insurance	1	RWF 62,310	RWF 62,310
3	Number plate	1	RWF 76,000	RWF 76,000
4	Regular helmets (Free)	2	RWF 0	RWF 0
TOTAL				RWF 1,962,310

- Proforma invoice is valid for 10 days
- Motorbike Warranty- 12 Months or 30,000 Kms (whichever comes first)
- Payment: 100% Advance before delivery
- Bank Details: Universal Auto Ltd.
 - Bank Of Kigali
 - A/c No. 00040-06947968-91

Warm Regards,
Donah Ingabire
Sales coordinator
Mobile: +250788327633
Email: ual.sales@bajajrwa.com

