

**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:

STREC department

Contact person:

Manufacture Experience

Tel. no.:

0787281918

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Thining lamps
Background information	Thining lamp are one of PPEs needed by workers in underground.
Scope of service(s) or product(s) required	they are used in lightening dark underground working areas
Details of recommended supplier	New protection supply Ltd
Motivation for recommending this supplier	We urgently need those lamps and are only good quality that can be found in Rwanda
Estimated Value/Budget and Cost	3000 1000 Rwf
What other Mine/Mines are using this service(s)/ product(s)?	
Additional information	

Additional information
 All exceptions
 Details of requirements
 Responsibility

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

Maniotoha Espino

Name

SPTC department

Designation

\$5'000 to \$50'000

Signature

24.06.2024

Date

Name

Jane M. Gim

Designation

\$5'000 to \$50'000

Signature

26/06/2024

Date

Motivation supported

Group Procurement Superintendent

Signature

Date

Name

Designation

Signature

Date

Name

Designation

Signature

Date

Group Supply Chain Manager

Signature

Date