

**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:

CEO's office	
Uweya Lydia	Tel. no.: 0780542201

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Publishing Article
Background information	-
Scope of service(s) or product(s) required	Publishing article on The NewTimes
Details of recommended supplier	
Motivation for recommending this supplier	The newtimes is the most popula media house in Rwanda that publish in english.
Estimated Value/Budget and Cost	708000
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

Uwera Lydia

Name

Group communication & Brand leader

Designation



Signature

28/06/2024

Date

Name

Designation

Signature

Date

Motivation supported

Joseph M

Group Procurement Superintendent



Date

28/6/24

J. v. d. Merwe.

Name

IT Line Manager (Act Gen)

Designation



Signature

28/6/24

Date

Name

Designation

Signature

Date

Group Supply Chain Manager

Date