

**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:

I. Jves

Tel. no.:

0785530117

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	office chair and table
Background information	New
Scope of service(s) or product(s) required	office chair and table
Details of recommended supplier	Magasin Kajal
Motivation for recommending this supplier	is supplier that has quality ones and deliver it.
Estimated Value/Budget and Cost	295.000
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

IRABOKUNSA JWS

Name

Engineering section leader

Designation



Signature

02/07/2024

Date

Name

Designation

Signature

Date

Motivation supported

Joseph M

Group Procurement Superintendent



Date

02/07/24

Name

Designation

Signature

Date

Name

Designation

Signature

Date

Group Supply Chain Manager

Date



Magasin Kajal

Facture n°

TIN: **PROFORMA INVOICE**

Client

Name ARUTONGO MINES

Address Kigali

Country RWANDA **Code** +250 **Ville** _____

Telephone _____ **Mobile** _____

Divers

Date 02.06.2024

Ref Offre N° _____

Ref.Tin. _____

FAB _____

Qty	Description	Unit Price	Total Price
1	EXECTIVE CHAIR ROLLING	295,000	295,000

Sub-Total	295,000
Transport	included
VAT 18%	included
Total T.T.C.	295,000

Payment

Coment

Validity Offer

Delivery

Warranty

Bank Details

We Look Forward for Your Positive Response.

