

**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:

SHPC

Contact person:

Imonirafasha Esperance

Tel. no.:

0787284918

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Helmets (Hazard Marks)
Background information	Helmets are used by workers as one of PPEs to protect their head and also be uniform.
Scope of service(s) or product(s) required	Helmets are used to protect workers at the mine both working in and outside the tunnels and we don't have any in the store.
Details of recommended supplier	New protection safety Ltd.
Motivation for recommending this supplier	This Supplier have the only good quality of helmets that can be found in Rwanda.
Estimated Value/Budget and Cost	2,700,000 Rwf
What other Mine/Mines are using this service(s)/ product(s)?	
Additional information	those helmets are urgently need because we are going to receive 100 new workers on 30th July, 2024 and we don't have any piece in the store.

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

Manufacture experience

Name

Stc

Designation

[Signature]

Signature

19/07/2024

Date

[Signature]

Name

JAMES M GIM

Designation

[Signature]

Signature

19/07/2024

Date

Motivation supported

[Signature]

Group Procurement Superintendent

[Signature]

Date

[Signature]

Name

[Signature]

Designation

[Signature]

Signature

[Signature]

Date

[Signature]

Name

[Signature]

Designation

[Signature]

Signature

[Signature]

Date

[Signature]

Group Supply Chain Manager

[Signature]

Date