

**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:

SHEC

Contact person:

IMANIRAFACHA Epherance

Tel. no.:

0777281918

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Event Venue reservation
Background information	On 23 rd October, there will be a national Stakeholders workshop with an official launch of ESIA's and present AFC TA funding projects. This event will take place at Mh
Scope of service(s) or product(s) required	Room setup, Mid- tea / coffee, lunch and PM break. This is for full day
Details of recommended supplier	M hotel is a 5 stars hotel with good quality of services.
Motivation for recommending this supplier	We recommend M hotel for hosting this event because of their good quality of services which meet Trinity metal's defined service
Estimated Value/Budget and Cost	3,720,000 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

Imanolada Espinosa

Name

SHC department

Designation

[Signature]

Signature

08/10/2024

Date

Jamāl M

Name

Gim

Designation

[Signature]

Signature

08/10/2024

Date

Motivation supported

[Signature]

Group Procurement Superintendent

[Signature]

Date

[Signature]

Name

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Designation

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Date

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Name

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Designation

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Date

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Group Supply Chain Manager

[Signature]

Date