

**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:

Supply Chain

Contact person:

0784 358 573

Tel. no.:

0784 358 573

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Insurance
Background information	This is the existing service provider
Scope of service(s) or product(s) required	Noton Vehicle Insurance for the Ambulance RAH 789X
Details of recommended supplier	Old Mutual Insurance Rwanda PLC
Motivation for recommending this supplier	We have been receiving good service from this Supplier & on time.
Estimated Value/Budget and Cost	4,757,330 Fw
What other Mine/Mines are using this service(s)/ product(s)?	Nyakabingo & Rutonyi.
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
\$500 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

Elisabeth MUHAMMADA

Name

Store Assistant

Designation

Signature

4/12/24

Date

N. Alexis

Name

Stores & Logistics Superintendent

Designation

Signature

04/12/2024

Date

Motivation supported

Joseph

Group Procurement Superintendent

Date

04/12/24

Name

Designation

Signature

Date

Name

Designation

Signature

Date

> \$ 5 000 Group Supply Chain Manager

Date