

**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:

Francis Ndawira

Tel. no.:

0788809244

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Engine for backup generator of 250KVA
Background information	
Scope of service(s) or product(s) required	To support in power supply in mine
Details of recommended supplier	MATREC LIMITED
Motivation for recommending this supplier	This is the only supplier with this type of engine on the local market
Estimated Value/Budget and Cost	17,700,000 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
\$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

Francis Mbowe

Name

Eng: Supt

Designation:

[Signature]

Signature

12/03/2025

Date

[Blank]

Name

[Blank]

Designation

[Blank]

Signature

[Blank]

Date

Motivation supported

[Blank]

Group Procurement Superintendent

[Blank]

Date

MISSIONNAIRE MBANDA

Name

G.M.

Designation

[Signature]

Signature

12-03-2025

Date

[Blank]

Name

[Blank]

Designation

[Blank]

Signature

[Blank]

Date

[Blank]

> \$ 5 000 Group Supply Chain Manager

[Blank]

Date

# MATEEC LIMITED

we lead the leaders

Generator Power, Electrical Installation. Sales Parts. Filters. Service & Maintenance

Tel : +250788404063

E-mail : [sales.mateec@gmail.com](mailto:sales.mateec@gmail.com)

TIN/VAT : 106437217

## BILL TO

NAME: TRINITY MUSHA

TEL:

TIN: 102477271

## PROFORMA INVOICE

NO: 0036-2025

Date March 06, 2025

Ref: Supply of used engine for generator 250KW

S/N	Item description	Unit	Qty	Unit price	Total price
1	-Engine brand : Cummins. -Status of unit : Tested & Good conditions -Number of cylinders : 6 -Engine power : 250KW -Accessories : Engine's Speed Governor and Controller	unit	1	15,000,000	15,000,000
<b>SUB TOTAL</b>					<b>15,000,000</b>
<b>VAT @ 18%</b>					<b>2,700,000</b>
<b>GRAND TOTAL</b>					<b>17,700,000</b>

- Amount price is VAT (18%) Inclusive
- Guaranty: 6 months
- Payment Terms: After goods delivered and tested with client
- Delivery Period: Immediately
- Bank details: 021-01390294438-42/ Equity Bank



MATEEC LTD  
Managing Director

Account : 021-01390294438-42/ Equity Bank = 100013963457/ Bank of Kigali  
Address : Uvukuru Road, BUBI BAPAKA HOUSE, 2nd floor