

**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:

HR & Admin

Contact person:

Francine UWIMANA

Tel. no.:

0788607349

(Approved document to be attached to the Purchase Requisition)

<b>Product(s) or service(s) required</b>	Service provider for the safety and production celebration
<b>Background information</b>	We are seeking this service provider,with a reputation of great services especially preparing meals on time and with a taste.
<b>Scope of service(s) or product(s) required</b>	Preparing meals for the event.
<b>Details of recommended supplier</b>	Mountain prime company Ltd
<b>Motivation for recommending this supplier</b>	We are advocating for this service provider simply because its at the mine premises(Nearest)and accessible for all miners and staff member,secondly they built up a reputation with us over a time,even in the past company events.
<b>Estimated Value/Budget and Cost</b>	1,814,950 Rwf
<b>What other Mine/Mines are using this service(s)/ product(s)?</b>	None
<b>Additional information</b>	

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

Francine Uwimana

Name

HR Supretendant

Designation

*[Handwritten Signature]*

Signature

04/4/2025

Date

*[Handwritten Signature]*

Name

GM

Designation

*[Handwritten Signature]*

Signature

04/04/2025

Date

Motivation supported

[Blank Box]

Group Procurement Superintendent

[Blank Box]

Date

[Blank Box]

Name

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Designation

[Blank Box]

Signature

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Date

[Blank Box]

Name

[Blank Box]

Designation

[Blank Box]

Signature

[Blank Box]

Date

[Blank Box]

Group Supply Chain Manager

[Blank Box]

Date