

CA Number (to be assigned by Finance)

1	Operation	Trinity Group	2 Department	ICT
3	Head of Department	Oliver Nemeve	4 Project Sponsor	David de Lange
5	Project Manager	Rene Ruganji	6 Project 2nd-in-charge	

1	Project Name	Cloud-Based Backup & Disaster Recovery Solution		
2	Project Category	Non-routine projects: Operational Expenditure		
3	Project Type	New asset		
4	Asset Classification	Computer software and systems		

FINANCIAL INFORMATION				
1	Unbudgeted/ Budgeted - 5 Yr Plan	Budgeted - 5 Yr Plan		
3	Current year budget	Q1: 42,500	Q2: 42,500	Q3: 42,500
4	Previous CNA request:	0	Current CNA request:	84,878
5	If unbudgeted, what budgeted project to offset? (name of project and budget amount)?	Not applicable		
6	Reason for substitution	Not applicable		

PROJECT OVERVIEW

1 Project Description/Background
 The Cloud-Based Backup & Disaster Recovery Solution aims to provide Trinity Metals with a highly available, secure, and scalable system to protect critical business data and ensure rapid recovery in case of failure. This solution will integrate on-premise and cloud storage, providing automated backup, instant fallover, and comprehensive cybersecurity protections.

2 Alternatives Considered
 Manual backup on premise but high risk of resuming the work within real time.

3 Schedule & Milestone dates			
a	Planning & Requirements		
b	Vendor Selection & Procurement	Jan - Feb 2025	
c	System Design & Setup	2026-Jan-05	5
d	Implementation & Testing	2026-Jan-10	40
e	User Training & Optimization	2026-Feb-19	10
f	Full Deployment & Monitoring	2026-Mar-01	5
g			
h			
i			
j			
k			
l			

Position	Name	Signature	Date
PROJECT OWNER	Oliver Nemeje		8/12/25
DEPARTMENT MANAGER	Oliver Nemeje		8/12/25
FINANCE SUPERINTENDENT/MANAGER	Jean Claude Habyarimana		
GROUP SUPPLY CHAIN MANAGER	Jeome Sando		9/12/25
Group Mgmt Manager	Gerrit Ferreira		9/12/25
GENERAL MANAGER	Justin Uwiringiyimana		
ICT MANAGER	Oliver Nemeje		8/12/25
HEAD OF THE PROJECT COMMITTEE	Shane Ryan		9/12/25
COO	Shane Ryan		9/12/25
CFO	Shane Ryan		9/12/25
CEO	David DeLange		9/12/25
BOARD OF DIRECTORS	Peter Gelta		

Project Name: Cloud-Based Backup & Disaster Recovery Solution
 Project Value (US\$): 84,876

1	Analysis required (based on justification category)	FALSE									
2	Risk ranking for legislative/Regulatory/Risk/Governance/SEA (attached risk evaluation)										
3	Current situation	<table border="1"> <tr> <td>Severity/Impact</td> <td>Probability</td> <td>Heat map</td> </tr> <tr> <td>15</td> <td>15</td> <td>30</td> </tr> <tr> <td>IF6</td> <td>IF6</td> <td>completed</td> </tr> </table>	Severity/Impact	Probability	Heat map	15	15	30	IF6	IF6	completed
Severity/Impact	Probability	Heat map									
15	15	30									
IF6	IF6	completed									
4	Key financial assumptions	<input checked="" type="checkbox"/> Yes (CT Manager approval needed) <input type="checkbox"/> No									
5	Result of the financial valuation:	<p>Rate of (D)DBD remains stable.</p> <p>USD 84,876 treated as upfront (CAPEX) for FY2025.</p> <p>Additional taxes: VAT of \$15K expected</p> <p>Vendor pricing/termains valid for procurement period</p> <p>Major IT infrastructure upgrades required to support the BDR solution</p>									
a	Net cash flow US\$	-84,876									
b	NPV (Net present value) US\$	0									
c	IRR (Internal Rate of Return) %	0%									
d	Payback (years)	0									

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Prior expenditure													0
Current Year													0
Future Years													85
Total Value													85

Capital/Non-Routine Expenditure Application (CNA)

CA Number (to be assigned by Finance)

1	Department	Trinity Group
2	Department	ICT
3	Head of Department	Oliver Henning
4	Project Sponsor	David de Lange
5	Project Manager	Britte Fugner
6	Project 2nd-in-charge	

1	Project Name	Cloud-Based Backup & Disaster Recovery Solution
2	Project Category	Non-routine projects: Operational Expenditure
3	Project Type	New asset
4	Asset Classification	Computer software and systems

1	Budget/Unbudgeted	Unbudgeted
2	Approved Budget Amount (5 Yrs):	85,000
3	Current year budget	Q1: 42,500 Q2: 42,500 Q3: Q4: Q4:
4	Previous CMA request	0
5	Current CMA request	84,878
6	Total project costs	84,878
7	If unbudgeted, what budgeted project to offset? (name of project and budget amount)?	Not applicable
8	Reason for substitution	Not applicable

1 Project Description/Background
 The Cloud-Based Backup & Disaster Recovery Solution aims to provide Trinity Media with a highly available, secure, and scalable system to protect critical business data and ensure rapid recovery in case of failure. The solution will integrate on-premise and cloud storage, providing automated backup, instant failover, and comprehensive cybersecurity protections.

2 Alternatives Considered
 Manual backup on premises but high risk of resuming the work within real time.

3 Schedule & Milestone dates

Phase	Activity	Start Date	End Date	Duration (days)	Responsible
a	Planning & Requirements	Jan - Feb 2025			
b	Vendor Selection & Procurement	Mar - Oct 2025			
c	System Design & Setup	2025-Jan-05		5	
d	Implementation & Testing	2025-Jan-10		40	
e	User Training & Optimization	2025-Feb-28		20	
f	Full Deployment & Monitoring	2025-Mar-01		5	

Project Name: Cloud-Based Backup & Disaster Recovery Solution Project Value (US\$): R4,878																							
Result of the financial valuation: Net cash flow US\$ -R4,878 NPV (Net present value) US\$ 0 IRR (Internal Rate of Return) % 0% Payback (years) 0																							
Key financial assumptions: FX rate of 0.000680 remains stable. USD R4,878 treated as upfront CAPEX for FY2025. Additional taxes VAT of 15% expected. Vendor pricing remains valid for procurement period. No major infrastructure upgrades required to support the BDR solution.																							
Risk ranking for Legal/Regulatory/Risk/Governance/RA (attached risk evaluation): FALSE																							
Analysis required (based on justification category): FALSE																							
Current situation: <table border="1"> <tr> <td>Severely/Impact</td> <td>IS</td> <td>Probability</td> <td>PG</td> <td>Heat map</td> <td>30</td> <td>If projects completed</td> <td>Probability</td> <td>PG</td> <td>Severely/Impact</td> <td>IA</td> <td>Heat map</td> </tr> </table>												Severely/Impact	IS	Probability	PG	Heat map	30	If projects completed	Probability	PG	Severely/Impact	IA	Heat map
Severely/Impact	IS	Probability	PG	Heat map	30	If projects completed	Probability	PG	Severely/Impact	IA	Heat map												
ICT Impact: <input checked="" type="checkbox"/> Yes (ICT Manager approval needed) <input type="checkbox"/> No																							
Months: Jan, Feb, Mar, Apr, May, Jun, Jul, Aug, Sep, Oct, Nov, Dec																							
Prior expenditure: <table border="1"> <tr> <td>Current Year</td> <td>Future Years</td> <td>Total Value</td> </tr> <tr> <td>0</td> <td>0</td> <td>65</td> </tr> <tr> <td>0</td> <td>0</td> <td>65</td> </tr> </table>												Current Year	Future Years	Total Value	0	0	65	0	0	65			
Current Year	Future Years	Total Value																					
0	0	65																					
0	0	65																					

Position	Name	Signature	Date
PROJECT OWNER	Olivier Nemege		8/1/25
DEPARTMENT MANAGER	Olivier Nemege		-
FINANCE SUPERINTENDENT or MANAGER	Jean Claude Habyimana		9/12/2025
GROUP SUPPLY CHAIN MANAGER	Jeune Samba		9/12/2025
GROUP OHS Manager	Geert Ferreira		9/10/25
GENERAL MANAGER	Justin Uwiringiyimana		9/12/2025
ICT MANAGER	Olivier Nemege		8/1/25
HEAD OF THE PROJECT COMMITTEE	Shane Ryan		7/12/26
COO	Shane Ryan		7/12/26
CFO	David de Lange		7/12/26
CEO	Peter Goleta		
BOARD OF DIRECTORS			

Received by Finance	Name	System
		6.9.65





Above prices are valid for one year All prices are inclusive of 18% VAT

Terms & conditions

Cost Component	Description	Recurring Monthly Charges (RWF)	Annual Charges (RWF)
Monthly recurring cost (Backup)	Acronis Cyber Protect License: Covers 3 servers + NAS. Acronis Cloud Storage: Pooled Storage for Offsite backup copies	5,748,750	68,985,000
Monthly recurring cost (DR)	Azure site recovery license: Per-instance fee for each of the 3 protected servers and disk replication. AZURE VPN Gateway.	2,092,500	25,110,000
Estimated failover computer cost	Pay-as-you-go ONLY during disaster. Covers Azure VM runtime, managed disks, public ips, and potential data egress fees. Based on 7 days (167 hours) of compute runtime per month	2,216,250	26,595,000
Onsite Storage	HPE StoreEasy 1660- NAS Server Lease to own chargeable per month	1,500,000	18,000,000
Sub. Total		11,557,500	138,690,000
18% VAT		2,080,350	24,964,200
Grand Total		13,637,850	163,654,200
Final Discount (10%)		12,274,065	147,288,780

Discounted Financial Offer

MAICO Ltd
 KG 684 Street
 Phone Number: +250 788 304 180.
 To
 TRINITY METALS

24/09/2025



