

**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 / Store & Fleet.	
Contact person: MUTESI Aminah	Tel. no.: 0784358573

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Insurance.
Background information	
Scope of service(s) or product(s) required	Insurance for Heavy machines & motor
Details of recommended supplier	Old Mutual.
Motivation for recommending this supplier	They give a quick Service and it was recommended to all three mines.
Estimated Value/Budget and Cost	2,238,470 Rand.
What other Mine/Mines are using this service(s)/ product(s)?	Rutongo & Nyakabingo mines.
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

MUTESI Aminah.

Name

Store & Fleet Supervisor

Designation

Signature

13/2/2025

Date

Name

Designation

Signature

Date

Motivation supported

Group Procurement Superintendent

Date

MISSIONAIRE M. BANDA

Name

Gr. M.

Designation

Signature

13/02/2025

Date

Name

Designation

Signature

Date

> \$ 5 000 Group Supply Chain Manager

Date

Aminah Mutesi

From: Alexis Nshimiyimana
Sent: Thursday, 13 February 2025 20:56
To: Aminah Mutesi; Joseph Muhiire; Jeome Sande
Cc: Sebastian Rutiririza; Janvier Nkusi; Gratien Maniriho
Subject: RE: Bid waver for insurance
Attachments: bidwaver for insurance.pdf

Dear Aminah,

The attached bid waiver for insurance is approved to my DoA level, thanks.

Kind regards,



ALEXIS NSHIMIYIMANA
Group Inventory, Stores and
Logistics Superintendent
+250 782267444
www.trinity-metals.com
Enabling a Better Future

From: Aminah Mutesi <aminah.mutesi@trinity-metals.com>
Sent: Thursday, 13 February, 2025 05:06 PM
To: Alexis Nshimiyimana <alexis.nshimiyimana@trinity-metals.com>; Joseph Muhiire <joseph.muhiire@trinity-metals.com>; Jeome Sande <jeome.sande@trinity-metals.com>
Cc: Sebastian Rutiririza <sebastian.rutiririza@trinity-metals.com>; Janvier Nkusi <janvier.nkusi@trinity-metals.com>; Gratien Maniriho <gratien.maniriho@trinity-metals.com>
Subject: Bid waver for insurance

Dear All,

We kindly request your approval for bid waver for insurance (Motor and Heavy machine).its very urgent .

Regards



Aminah Mutesi
Store & Fleet Supervisor
Trinity Musha Mines
+250 784358573
www.trinity-metals.com

Enabling a Better Future

Aminah Mutesi

From: Joseph Muhiire
Sent: Friday, 14 February 2025 05:54
To: Aminah Mutesi; Alexis Nshimiyimana; Jeome Sande
Cc: Sebastian Rutiririza; Janvier Nkusi; Gratien Maniriho
Subject: RE: Bid waver for insurance
Attachments: bidwaver for insurance.pdf

Dear Aminah,
Approved,

Regards

From: Aminah Mutesi <aminah.mutesi@trinity-metals.com>
Sent: Thursday, February 13, 2025 5:06 PM
To: Alexis Nshimiyimana <alexis.nshimiyimana@trinity-metals.com>; Joseph Muhiire <joseph.muhiire@trinity-metals.com>; Jeome Sande <jeome.sande@trinity-metals.com>
Cc: Sebastian Rutiririza <sebastian.rutiririza@trinity-metals.com>; Janvier Nkusi <janvier.nkusi@trinity-metals.com>; Gratien Maniriho <gratien.maniriho@trinity-metals.com>
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