

**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

Contact person:

DOMINA UNDOYENEZA

Tel. no.:

+250 788 309 536

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Furniture and other general materials for the new guest-house
Background information	These are the items that will be used in the new guest house, including furniture, electronics, plastic household items, bedding, curtains, and other related supplies.
Scope of service(s) or product(s) required	New guest house equipments including furniture, electronics, plastic household items, bedding, curtains, and other related supplies.
Details of recommended supplier	REHOBOTH SPORTS BUSINESS LTD
Motivation for recommending this supplier	Due to the urgency of preparing the guest house for occupancy by Monday, it was necessary to engage a single supplier capable of providing all the required items within the limited timeframe. The selected supplier has confirmed the ability to supply the full range of items—including furniture, electronics, bedding, curtains, and other household necessities—without the need to source from multiple vendors. This approach ensures timely delivery, simplifies coordination, and guarantees that the guest house will be fully equipped and ready to accommodate guests as scheduled.
Estimated Value/Budget and Cost	10,442,000 Rwf

What other Mine/Mines are using this service(s)/ product(s)?	NONE
Additional Information	NONE

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

Domina ONDJENEL

Name

HRAM

Designation

[Signature]

Signature

05/03/2025

Date

Justin J

Name

GM

Designation

[Signature]

Signature

05/03/2026

Date

[Blank]

Name

[Blank]

Designation

[Blank]

Signature

[Blank]

Date

[Blank]

Name

[Blank]

Designation

[Blank]

Signature

[Blank]

Date

Motivation supported

Joseph Muhire

Group Procurement Superintendent

09/03/2026

Date

Jeome Sande

Group Supply Chain Manager

09/03/2026

Date

REHOBOTH SPORTS BUSINESS LTD
TIN/TVA: 147480465
QUARTIER Commerciale, Kigali-Rwanda
Tel: 0784498111
Acc number: 4011201276295 Equity bank

Date: 16/02/2026

PROFORMA INVOICE

Client names: TRINITY NKAABINGO

NO	ITEMS	QTY	UNITY	TOTAL PRICE
1	Living room chairs and table	1	950,000	950,000
2	Curtains for door with Measurements 2.1m on 1.70	2	220,000	440,000
3	Television set with stand 43"	1	1,150,000	1,150,000
4	Curtains for door with Measurements 0.90m on 0.80	3	176,000	528,000
5	Beds with small tables (160m)	3	180,000	540,000
6	Mattresses 25 dan site r form	3	280,000	840,000
7	Pair of bed coves	6	75,000	450,000
8	Bed blankets	3	70,000	210,000
9	Towers	6	45,000	270,000
10	Clothes cupboard	3	850,000	2,550,000
11	Basin	3	8,000	24,000
12	Frige	1	550,000	550,000
13	Dust bin	4	40,000	160,000
14	Rubber shoes for washing	3	30,000	90,000
15	Clothes drying rack with its table	1	250,000	250,000
16	Mosquito net	3	30,000	90,000
17	Room chairs	3	450,000	1,350,000
TOTAL				10,442,000

Amount in words: Ten million four hundred thousand forty-two thousand
Rwandan Francs all tax inclusive

MANAGING DIRECTOR

MUKAMWEZI Anitha

