

**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:

SH&EC
-------

Contact person:

Benita TWIGGIE
----------------

Tel. no.:

0787163888
------------

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Catering service to be delivered from
Background information	27/03/2026
Scope of service(s) or product(s) required	Tea Break & Lunch for SH&EC Summit 2026
Details of recommended supplier	CENTRA Hotel
Motivation for recommending this supplier	This is urgent and CENTRA used to provide this services to the company previously.
Estimated Value/Budget and Cost	2,140,000
What other Mine/Mines are using this service(s)/ product(s)?	None
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

BENITHA TWEBAZI

Name

OHS Superintendent

Designation

[Signature]

Signature

25/03/2026

Date

[Blank box]

Name

[Blank box]

Designation

[Blank box]

Signature

[Blank box]

Date

Motivation supported

Joseph

Group Procurement Superintendent

[Signature]

Date

25/03/2026

MISSIO NDARE MBANZA

Name

General Manager

Designation

[Signature]

Signature

25-03-2026

Date

[Blank box]

Name

[Blank box]

Designation

[Blank box]

Signature

[Blank box]

Date

[Blank box]

> \$ 5 000 Group Supply Chain Manager

[Blank box]

Date



**CENETRA HOTEL**

B.P. 170 KIGALI

TEL. 0783884485

Email : cenetra1@gmail.com

[www.cenetrahotel.com](http://www.cenetrahotel.com)

TIN 105979127

**PROFORMA INVOICE N° 0043/2026**

**Client: Trinity Musha**

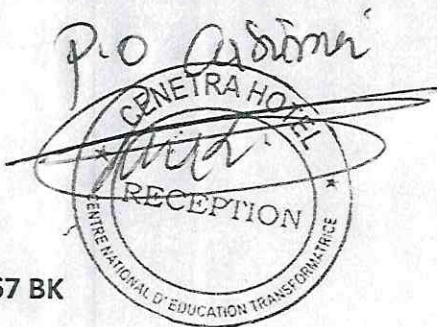
**Creation Date: 23/03/2026**

**Catering service to be delivered from 27/3/2026**

Description	Nbr	Frequ	Quantity	UNITY PRICE	AMOUNT VAT INCLUDED
Lunch Buffet	80	1	80	15,000	1,200,000
Morning Tea Break(Coffee, African Tea, Hot Milk, Fresh Juice(Water Melon, Pineapple), Snacks(Cake, Sambousa, Meat Ball)	80	1	80	8,000	640,000
Transport (catering service)	2	1	2	150,000	300,000
<b>Total (RWF)</b>					<b>2,140,000</b>

Amount in words: Two Million One Hundred Forty Thousand Rwandan Franc Only

General Manager  
Sr Christine TURABAMARIYA



**CENETRA ACCOUNT:100013692167 BK**  
**ACCOUNT NAME:CENETRA**