

**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:

ICT Department

Contact person:

William IMURAGIRE

Tel. no.:

0788881803

(Approved document to be attached to the Purchase Requisition)

Product(s) or service(s) required	Printer
Background information	Maico Ltd. is a prominent technology agency and IT products supplier in Rwanda, headquartered in Kigali. Founded in 2013, the company delivers custom software development, IT infrastructure solutions, and energy distribution
Scope of service(s) or product(s) required	Deliver A3 and A4 color printers
Details of recommended supplier	aico Ltd. is centrally located in Kigali, with their primary office situated along KN 8 Ave / KN 3 Ave
Motivation for recommending this supplier	They are the only company that has the product we need now
Estimated Value/Budget and Cost	25,931,520 Rwf
What other Mine/Mines are using this service(s)/ product(s)?	Both Nyakabingo and Musha are using this product
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
\$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

William IMURAGIRE

Name

ICT S. Specialist

Designation



Signature

25/05/2026

Date


Name

Designation

Signature

Date

Motivation supported



Group Procurement Superintendent



Date

28/05/2026

Regis Ngenzi

Name

Ag. GM

Designation



Signature

25/05/2026

Date

Name

Designation

Signature

Date

Group Supply Chain Manager

Date