



**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:

Communications department

Contact person:

Lydia Uwera

Tel. no:

0780592201

(Approved document to be attached to the Purchase Requisition)

<b>Product(s) or service(s) required</b>	
<b>Background information</b>	Trinity Metals Magazine Books
<b>Scope of service(s) or product(s) required</b>	Design and Printing Company Magazine books
<b>Details of the recommended supplier</b>	Avivo Media, TIN Number: 120415006, Tel: 250 786990226, Muhima near OKAPI Hotel.
<b>Motivation for recommending this supplier</b>	They provided good, satisfying designs of brochures during the SEP launch.
<b>Estimated Value/Budget and Cost</b>	1,400,000 Rwf
<b>What other Mine/Mines are using this service(s)/ product(s)?</b>	N/A
<b>Additional information</b>	N/A



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

Moses Shumbusho

Name

Group Communications Officer

Designation

Signature

29/05/2026

Date

Justin Uwiringiyimana

Name

General Manager

Designation

Signature

02/06/2026

Date

Lydia Uwera

Name

Group comms & Brand Specialist

Designation

Signature

29/05/2026

Date

Name

Designation

Signature

Date



Motivation supported

*Joseph Muihira*

Group Procurement Superintendent

Group Supply Chain Manager

*29/05/2026*

Date

Date