



EXPRESSION OF INTEREST
SUPPLY OF STATIONERIES FOR SCHOOL CHILDREN

The Upper West Regional programme of ActionAid Ghana is looking to engage a Service Provider/ printing press to supply branded exercise books with specifications detailed in the table below:

Items	Quantity	Specification
AAG-branded Note 1 Exercise books	13,312	<i>Branding in ActionAid Ghana colors & logo</i> <i>Good picture of a school child on the front cover page</i> <i>Strong front- and back cover page</i> <i>80 Gram paper quality for inner pages</i>

The Supplier shall:

1. Design and share samples of all items listed above with ActionAid Ghana Communications and Admin teams for comments and inputs
2. Procure, design and brand all requested items in accordance with specifications stipulated.
3. Deliver all items on agreed dates

All interested eligible suppliers with valid business certificates should refer to the detailed Terms of Reference on <https://ghana.actionaid.org/> and send their quotations /invoices to proposals.ghana@actionaid.org by close of day **Tuesday 7th April 2026 @5pm GMT.**

Eligible suppliers may obtain further information from ActionAid Upper West Regional Office, Wa.