



## OPEN TENDER

### PRINTING SERVICES FOR HELPLINE PROMOTIONAL MATERIALS

Mental Health Uganda is seeking quotations from qualified printing service providers to design and print assorted helpline promotional materials.

#### Scope of Work:

The successful bidder will be required to design and provide high-quality printing services for a range of Help line promotional materials, interested bidders should submit separate quotations for each lot.

LOT 1	LOT 2
<ul style="list-style-type: none"><li>- 12000 A5 Flyers Art board 170-200 GSM Mat Lamination</li></ul>	<ul style="list-style-type: none"><li>- 1950 Stand Base for office receptions</li><li>- 1800 A1 ABS Board DIY Model Craft 200x250mm 1/1.5/2/3/4/5mm Thick WHITE</li></ul>

#### Requirements:

- Provide detailed pricing for each item
- Specify the paper quality, finish, and other relevant details for each item
- Indicate the turnaround time for each item
- Provide samples of previous work or references from previous clients

#### Submission Guidelines:

- Quotations should be submitted in PDF
- Quotations should include the following information:
- Company name and contact details
- Description of services offered
- Pricing and payment terms
- Turnaround time and delivery details
- Quotations should be submitted to **info@mhu.ug**

#### Evaluation Criteria:

- Price competitiveness
- Quality of materials and printing services
- Turnaround time and delivery reliability
- Previous experience and references

#### Deadline for Submission:

All quotations to be sent to: **info@mhu.ug** by **September 16<sup>th</sup>, 2025, 4:00PM**