

Republic of the Philippines
Department of Trade and Industry
CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2025-0191

**NOTICE TO CONDUCT PROCUREMENT OF GOODS
AND SERVICES, INFRASTRUCTURE PROJECTS, AND CONSULTING
SERVICES TO BE PROCURED AND PERFORMED OVERSEAS**

Pursuant to GPPB-Resolution No. 28-2017 dated 31 July 2017, the Center for International Trade Expositions and Missions (CITEM), through its Bids and Awards Committee (BAC), hereby issues this Notice for:

**HIRING OF A TREND FORECASTING COMPANY AS
SPEAKER FOR FAME TALKS VIA ZOOM**

(Please see attached Request for Quotation Form and Terms of Reference for more details.)

Qualifications:

1. Should be involved at least 10 years in trend forecasting and consulting for the home, houseware, furniture, and lifestyle products.
2. Must offer and create regular trend reports specific to furniture, houseware, home décor, as well as interior and lifestyle trends
3. Must have a speaking engagements (talk, keynote, webinar, etc.) in other home, design and lifestyle shows such as Maison&Objet, Design Show Australia, Together, among others.
4. Should have its own proprietary intelligence/ AI-driven system for trend forecasting for commercial viability and guided decision making for businesses.
5. Must have worked with clients engaged in the sale, distribution or manufacture of houseware, furniture, and design-driven products.

Documents to be submitted:

1. Company Profile
2. Sample of trend reports (Send as link)
3. List of past and upcoming speaking engagements
4. List of clients

APPROVED BUDGET FOR THE CONTRACT: PHP114,000.00 or USD2,000.00

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. 8312201 local 309/218 or fax no. 834-0177/8331284 or e-mail at citembac@citem.com.ph.


ATTY. ANNA GRACE I. MARPURI
Chairman, CITEM-BAC



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City
Tel.: (632) 8-831-2201 local 309/294 E-mail: citembac@citem.com.ph



REQUEST FOR QUOTATION (OVERSEAS PROCUREMENT)

Company Name: _____
Address: _____
Contact No.: _____

Date: **04 July 2025**

RFQ No.: **2025-0191**

Gentlemen:

Please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office. It is requested that the quotation be sealed, signed and stamped in an envelope OR compressed folder and submitted to CITEM BAC.

Schedule of Bidding in Philippine Standard Time:		
Deadline of Submission of Quotations: 07 July 2025		Time: 05:00PM
Schedule of Opening of Bids: 08 July 2025	Time: 02:00PM	Venue: ZOOM

QTY	UNIT	ARTICLE / WORK / DESCRIPTION / SPECIFICATION	UNIT PRICE	AMOUNT
1	lot	<p>HIRING OF A TREND FORECASTING COMPANY AS SPEAKER FOR FAME TALKS VIA ZOOM</p> <p>APPROVED BUDGET FOR THE CONTRACT: PHP114,000.00 or USD2,000.00</p> <p><u>Date Needed / Delivery Date:</u> On or before 27 August 2025 <u>Venue:</u> Online (e.g. Zoom) <u>Qualifications:</u></p> <ol style="list-style-type: none"> Should be involved at least 10 years in trend forecasting and consulting for the home, houseware, furniture, and lifestyle products. Must offer and create regular trend reports specific to furniture, houseware, home décor, as well as interior and lifestyle trends Must have a speaking engagements (talk, keynote, webinar, etc.) in other home, design and lifestyle shows such as Maison&Objet, Design Show Australia, Together, among others. Should have its own proprietary intelligence/ AI-driven system for trend forecasting for commercial viability and guided decision making for businesses. Must have worked with clients engaged in the sale, distribution or manufacture of houseware, furniture, and design-driven products. <p><u>Documents to be submitted:</u></p> <ol style="list-style-type: none"> Company Profile Sample of trend reports (Send as link) List of past and upcoming speaking engagements List of clients <p>(Please see attached Terms of Reference for more details)</p>		

Terms and Conditions:

- The above-quoted prices must be inclusive of all costs and applicable taxes. Prices shall be quoted in Philippine Peso or US Dollar.
- Payment will be processed after receipt of invoice. Other terms of payment will be based on the Contract agreed by CITEM and Supplier.
- Any alterations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her authorized representative.

The CITEM-BAC reserves the right to reject any or all bids offer and waive any defects therein and accept bid/s it may consider advantageous to the government.


ATTY. ANNA GRACE I. MARPURI
 BAC Chairman

TO: CITEM Bids and Awards Committee:

Per your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We also certify that we have read, understood, and shall conform with the terms and conditions of this requirement.

Date Submitted

Signature over printed name of the Authorized Company Representative

Designation: _____

Telephone No(s): _____

Email: _____

TERMS OF REFERENCE

Title	Hiring of a Design Trend Forecasting Company as Speaker for FAME Talks
Project, if applicable	Manila FAME 2025
Period of Engagement / Date of Delivery or Date Needed	August 2025 (subject to availability of speaker within this month)
Approved Budget for the Contract	USD 2,000.00 or Php114,000.00

I. Rationale/Objective

The expansion of CITEM's mandate through Executive Order 75 affirms its role in industry development which, while not explicitly stated, includes empowering the agency to support Filipino firms through information sessions, export coaching, mentorship, and other technical assistance, allowing them to effectively navigate the ever-evolving export industry.

For Manila FAME, this intervention is embodied through **FAME Talks**, a series of pre-event and on-site knowledge sharing sessions featuring global and local resource persons with expertise ranging from industry trends, market access and entry strategies, operational efficiencies, product development, market certifications, among others.

Based on the survey conducted by Manila FAME in May 2025 among its home, fashion and lifestyle exporters, there is a common and dominant interest in topics such as sustainability in production, artificial intelligence in the industry, marketing through online platforms, customs policies and regulations, and industry design trends. The latter, specifically, has been a recurring interest among exporters, especially in keeping abreast with constant design changes or in staying ahead in the export community.

The results above pose a window for CITEM to create interventions, through FAME Talks, that are directly responsive to the topics of interest, while making sure that each activity creates the desired results – a globally competitive, resilient enterprises, and market ready products. As a direct answer to this, the relevance of an international trends expert who can conduct a learning session on design trends cannot be underscored enough.

The international trend forecasting company shall have the desired global outlook drawing from both theoretical and practical expertise in trends through comprehensive research, a library of globally attuned forecasts, industry exposure, and collaboration with leading home, furniture and lifestyle brands worldwide. The engagement of a global expert in trends forecasting can help our exporters to look beyond our local industry's capabilities, thus allowing them to infuse their capacity with a more globalized approach resulting in increased market responsiveness and desirability among international clients.

Furthermore, the international forecasting company shall transfer information to our exporters who may have promising products but may encounter challenges in aligning their designs with global tastes. Through this initiative, the international resource person will be able to steer the conversation on how Philippine enterprises can take a more proactive approach in producing design-driven products worthy of the attention and interest of foreign trade buyers.

The speaker from the forecasting company should be able to provide relevant insights on design trends as well as new and innovative materials that align with buyer preferences and market demands, helping our enterprises to map out their production and produce market-responsive products.

Objectives:

1. Guide exporters through insights from the trend forecaster that are contextualized to Philippine design ethos and capabilities.
2. Leverage information from the design forecaster so that enterprises can produce products that are attuned to market demands and consumer preferences.
3. Increase design capabilities of exporters with a global approach to products that resonate with global consumers.
4. Provide stronger readiness among enterprises for export markets and international trade fairs led by CITEM.
5. Diversify the product offerings of Philippine enterprises by adopting design concepts from the trend forecaster.
6. Cultivate a mindset among MSMEs of constantly discovering what is new in the market and being ahead of peers through future forward design ideas.

II. Scope of Work

The design trends forecasting company shall conduct a minimum of 1-hour online knowledge sharing session including a 10-15-minute Q&A to share industry design trends among current and future home, furniture, lamps and lighting and other lifestyle exporters.

1. Conduct consultation with CITEM to align design trends and topics to be discussed with the Philippine industry context such as consideration of dominant materials or resources available, production capabilities, and available technology.
2. Create a customized trend forecasting presentation that will be applicable to most, if not, all attendees. Topics shall be reviewed and approved by the Manila FAME team.
3. Conduct an engaging and informative online discussion on design forecast relevant to the products showcased and offered in Manila FAME. The session shall include design approaches and applications of the trends on Philippine products.
4. Allocate a Q&A session to entertain queries among exporters during the knowledge sharing session.
5. Undertake administrative and logistical requirements for its designated speaker such as but not limited to laptop, lighting and audio equipment, among others.
6. Share its presentation materials to participants immediately after the session.

III. Qualifications

1. Should be involved at least 10 years in trend forecasting and consulting for the home, houseware, furniture, and lifestyle products.
2. Must offer and create regular trend reports specific to furniture, houseware, home décor, as well as interior and lifestyle trends.
3. Must have speaking engagements (talk, keynote, webinar, etc.) in other home, design and lifestyle shows such as Maison&Objet, Design Show Australia, Together, among others.
4. Should have its own proprietary intelligence/ AI-driven system for trend forecasting for commercial viability and guided decision making for businesses.
5. Must have worked with clients engaged in the sale, distribution or manufacture of houseware, furniture, and design-driven products.

IV. Mode of Procurement

- ☐ Public Bidding

- ☐ Small Value Procurement
- ☐ Direct Contracting
- ☐ Scientific, Artistic, Scholarly
- ☒ Overseas Procurement

Documents to satisfy qualifications:

1. Company profile,
 2. Sample of trend reports (send as link)
 3. List of past and upcoming speaking engagements
 4. List of clients
- (above may be submitted as individual docs or 1 document)

Note: The selected mode of procurement (MOP) is based on the "[Engagement of an International Trend Forecasting Company](#)" conducted in October 2020 for the FAME+ Market Days which undertook Overseas procurement as procurement method.

VI. Terms of Payment

Payment shall be made upon issuance of billing or statement of account (SOA) and in observation of the following deliverables:

DELIVERABLES	% of CONTRACT PRICE
<ul style="list-style-type: none"> • Payment upon signing of contract, subject to submission of <ul style="list-style-type: none"> ○ Invoice ○ Company profile / portfolio establishing years of experience in trend forecasting ○ List of clients from the home, furniture, lifestyle sectors (at least 5) ○ Presentation outline w/ proposed session title ○ List of 2025 trend reports (at least 5) – whether free of charge or subject to subscription ○ List of speaking engagements for 2025 (conducted and/or to be conducted) ○ Other relevant procurement requirements. 	40%
<ul style="list-style-type: none"> • Payment of the remaining contracted price upon delivery of service, subject to submission of invoice, turnover of presentation material and other applicable documents. 	60%

Prepared by:


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