



**Project: Provision of Seven (7) Personnel for Janitorial Services
at ISAT U La Paz Campus, New Site, Iloilo City**

D. MATERIAL SUPPLIES MONTHLY CONSUMABLE EXPENSES

1. Material minimum requirements per month	qty	unit	unit rate	total
1. Toilet Bowl Cleaner, 1000ml (1 liter)	30.00	bottle		-
2. Floor/Wall Tile Stain Cleaner, 1000ml (1 liter)	20.00	bottle		-
3. Garbage Bag size XXL (18.5"x18.5"x40"), 100 pcs./pack	20.00	pack		-
4. Glass Cleaner, 500ml	10.00	bottle		-
5. Liquid Detergent, 1000ml (1 liter)	5.00	bottle		-
6. Liquid Bleach, 1 gallon (3.785 liters)	5.00	bottle		-
7. Toilet Bowl and Urinals Deodorizer (100grams)	100.00	pcs.		-
8. Cleaning cloth (25x45cm minimum)	20.00	PCS.		-
TOTAL AMOUNT OF CONSUMABLES/MONTH				-
NUMBER OF PERSONNEL				
MONTHLY EXPENSES PER PERSONNEL				

YEARLY TOOLS EXPENSES

2. Tools				
2. Pails	6.00	PCS.		-
3. Glass Squeege	4.00	PCS.		-
4. Dust Pans	20.00	PCS.		-
5. Soft Brooms	20.00	PCS.		-
6. Coconut brooms with extended handle	20.00	PCS.		-
7. Toilet Brush	20.00	PCS.		-
9. Glass Cloth Cleaner	50.00	PCS.		-
10. Cobweb Broom	5.00	PCS.		-
13. Garden Hose, 1/2" dia.	100.00	meters		-
16. Sanitary Rubber Gloves	10.00	box		-
3. Equipment				
1. Mop Tornado	7.00	PCS.		-
2. Industrial Dust Microfiber Mop, 110cm wide, heavy duty (wet & dry use) with	5.00	PCS.		-
3. Mobile Garbage Bins with wheels, 240L	4.00	PCS.		-
TOTAL AMOUNT OF CONSUMABLES/MONTH				-
NUMBER OF MONTHS/YEAR				
NUMBER OF PERSONNEL				
MONTHLY EXPENSES PER PERSONNEL				

**GRAND TOTAL MATERIALS & EQUIPT.: MONTHLY EXPENSES PER PERSONNEL
LESS 12% VAT (VAT IS CALCULATED AS A WHOLE IN THE DETAILED ESTIMATE)**

Prepared by:

Checked & verified by:

Signature Over Printed Name

Signature Over Printed Name



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DETAILED COST ESTIMATE

DESCRIPTION	RATE
Rate per day (8 hours)	
Average number of working days per month	
A. DIRECT LABOR COST	
1. Basic Salary	-
2. 13th Month Pay	
3. 5 days incentive leave	
TOTAL DIRECT LABOR COST	-
B. OTHER LABOR COSTS (Indirect)	
1. SSS Employer's Contribution (CY 2025 @10%) of A.1	-
2. PHIC Employer's Contribution (@5%) of A.1	-
3. ECC Contribution for Employee	
4. Pag-ibig Fund Contribution	
Sub Total	-
C. TOTAL LABOR COST (DIRECT + INDIRECT) (A+B)	-
D. Supplies and Materials per Month per personnel (VAT Exclusive)	-
E. ADMINISTRATIVE COST (percentage of (C+D))	-
F. GROSS CONTRACT PRICE (C+D+E)	-
G. VALUE ADDED TAX (12%): (0.12*(F))	-
H. TOTAL CONTRACT PER PERSONNEL PER MONTH (F+G)	
I. NO. OF PERSONNEL	
J. NUMBER OF MONTHS	
K. TOTAL BUDGET FOR 1 YEAR (H*I*J)	

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