



Project:Provision of Twenty (20) Personnel for Janitorial Services at ISAT U La Paz Campus, Old 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 Squeegee	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.		-
8. Glass Cloth Cleaner	50.00	PCS.		-
9. Cobweb Broom	5.00	PCS.		-
10. Garden Hose, 1/2" dia.	100.00	meters		-
11. 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 2nos. Extra mop refill	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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