

COST BREAKDOWN OF JANITORIAL SERVICES

I. LABOR COST		
A. Amount due to Janitor		
A.1 With night differential	(NO. OF PAX)	
1. Basic Average Pay (BAP) (537 x 393.8 / 12)		
2. 13th month pay		
3. 5-day incentive (537 x 5 / 12)		
4. Night shift Differential (BAP*10%)		
subtotal (A.1)	P	
A.2 Without night differential	(NO. OF PAX)	
1. Basic Average Pay (BAP) (537 x 393.8 / 12)		
2. 13th month pay		
3. 5-day incentive (537 x 5 / 12)		
subtotal (A.1)	P	
B. Amount due to Government		
B.1 With night differential		
1. SSS		
2. Philhealth		
3. ECC		
4. PAG-IBIG		
subtotal (B.1)	P	
B.2 Without night differential		
1. SSS		
2. Philhealth		
3. ECC		
4. PAG-IBIG		
subtotal (B.2)	P	
C. Total amount due to Janitor and Government		
C.1 With night differential (A.1 + B.1)		
C.2 Without night differential (A.2 + B2)		
D. Total Labor Cost (for all janitors for 12 months)		
D.1 With night differential (5 janitors)		
D.2 Without night differential (20 janitors)		
TOTAL LABOR COST	P	
II. CONSUMABLES		
A. Cost of Consumables per Janitor for 12 months	P	
B. Total Cost of Consumables for total # of Janitor for 12 months	P	
TOTAL LABOR COST + CONSUMABLES	P	
III. OTHER COST		
A. ADMINISTRATIVE COST (18%)	P	
B. VALUE ADDED TAX (12%)		
IV. TOTAL MONTHLY CONTRACT COST		
V. TOTAL CONTRACT COST FOR 1 YEAR		

Name: _____
 Legal Capacity: _____
 Signature: _____

Duly authorized to sign the Bid for and behalf of: _____