

COST DISTRIBUTION FORM
PROCUREMENT OF JANITORIAL SERVICES

PARTICULARS		AMOUNT
A.	Amount to Janitor:	
	Basic Pay	
	13th Month pay	
	Five (5) day Incentive Pay	
	<i>Subtotal (Amount to Janitor)</i>	
B.	Amount to Gov't. in Favor of Janitor	
	SSS Premium	
	Philhealth Premium	
	ECC Insurance Premium	
	Pag-Ibig Fund	
	<i>Subtotal (Amount to Gov't. in favor of Janitor)</i>	
	TOTAL AMOUNT TO JANITOR & GOV'T. (A+B)	
C.	Agency Fee: Administrative Overhead and Margin	-
D.	Value Added Tax	-
	TOTAL ADMINISTRATIVE FEE (C+D)	
	MONTHLY CONTRACT RATE (C +D)	Php -
	Number of Janitors	19
	TOTAL AMOUNT FOR ONE (1) YEAR	Php -

Submitted by:

 (Signature over Printed Name)

Name of Bidder:

Date Submitted:

