



WORK ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: semi-annually

Supplier : **CLEAN LEAF INTERNATIONAL CORPORATION**

Address : Sitio Kawiliwili, Cutcut 2nd 2315, Capas, Tarlac

TIN : 007-429-472-00001 VAT Reg.

Tel. No. : 0999-174-8539/0936-787-0389

Work Order No.: 2026-068

Date : 3/24/2026

JO No. : 2026-045

Date: 2/20/2026

Mode of Procurement : Small Value Procurement (SVP)

Mode of Payment : Semi-Annually

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work Semi-Annually upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	<p>PROCUREMENT OF SERVICES FOR HAULING, TREATMENT, AND DISPOSAL OF ALL HAZARDOUS WASTE BY A DENR-EMB ACCREDITED PROVIDER</p> <p>Hauling, Treatment and Disposal of Hazardous Waste: Secure Permit to Transport and other necessary requirements at EMB prior to Hauling Period Date: July-December 2025 (J201, M507, J104, M503, M501, M506, D407, G704, C301, D499, G703, D405, F699, B201, B203, D406, C399, E501, B299, D404, C304))</p> <p>TERMS OF REFERENCE (TOR)</p> <p>1. Background Tarlac State University (TSU) generates several types of hazardous waste from its laboratories, maintenance, and other operational areas. To ensure compliance with the Department of Environment and Natural Resources - Environmental Management Bureau (DENR-EMB), TSU requires the services of a DENR-accredited third-party provider to manage the safe hauling and transport of hazardous.</p> <p>2. Objective To engage a licensed service provider for the safe, legal, and environmentally sound hauling of hazardous waste. To ensure the proper transport and disposal of TSU's hazardous waste in accordance with DAO 2013-22, RA 6969, and RA 9003.</p> <p>3. Scope of Work The service provider shall: • Provide safe collection, loading, transport, and delivery of hazardous waste from designated TSU campuses and facilities. • Ensure safe handling and compliance with labeling, segregation, and documentation requirements. • Transport the waste to a DENR-accredited TSD facility. • Coordinate closely with TSU's Pollution Control and Safety Unit (PCSU) during pre- and post-hauling activities.</p> <p>4. Type of Hazardous waste</p> <ul style="list-style-type: none"> • Infectious Waste • Laboratory Chemicals • Paints, Inks and Oil Containers • Used Oil • Fluorescent bulbs/lamps • Batteries • Inks and Toner Cartridge 	160,000.00	<u>160,000.00</u>





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QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		<p>5. Methodology The service provider must:</p> <ul style="list-style-type: none"> • Haul waste using licensed vehicles and trained personnel • Deliver hazardous waste to a registered TSD facility. • Submit the following post-hauling documentation: • Signed Waste Manifest • Certificate of Treatment and/or Disposal (COT/COD) <p>6. Deliverables The selected provider shall submit:</p> <ul style="list-style-type: none"> • Waste Manifest Forms • Certificate of Treatment/Disposal (COT/COD) <p>7. Timeline and Frequency of Service Service Frequency: Semi-Annually (twice a year) 1st Cycle: July 2nd Cycle: January of succeeding year Service Duration: 1 working day per hauling event Specific date for hauling shall be coordinated with TSU-PCSU once the approved Permit to Transport has been acquired. The work order shall remain valid for a period of 60 calendar days from the date of issuance. Upon approval, please ensure that the Pollution Control and Safety Unit (PCSU) is duly notified. **The approved Permit to Transport shall be secured from the DENR-EMB, subject to the availability of all required documents and any additional requirements they may impose.</p> <p>8. Cost and Payment Terms The quotation to be included in the Job Order Request for Hauling shall provide itemized costs per kilogram/hazardous waste number and hazardous waste report.</p> <p>9. Quality Assurance and Control Measures</p> <ul style="list-style-type: none"> • Provider must be DENR-accredited for hazardous waste transport and in partnership with a licensed TSD facility. • All collection and transport activities must comply with: DAO 2013-22 (Hazardous Waste Management) RA 6969 (Toxic Substances and Hazardous and Nuclear Waste Control Act) RA 9003 (Ecological Solid Waste Management Act) 		





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		<p>Service provider must:</p> <ul style="list-style-type: none"> • Use properly labeled and leak-proof containers. • Equip vehicles with spill kits and containment systems. <p>TSU reserves the right to:</p> <ul style="list-style-type: none"> • Conduct audits and inspections of hauling operations. • Impose penalties for non-compliance or substandard service. <p>*****</p>		

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:

JOLIE ESGUERRA

Signature over Printed Name of Supplier

MARCH 30, 2026

Date



Very truly yours,

DR. ARNOLD E. VELASCO

President

Authorized Official

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA

Budget Officer

ORS/BURS No. : 02-2024-1024-00-1917

Date of the ORS/BURS: March 16, 2026

Amount : 40,000.00



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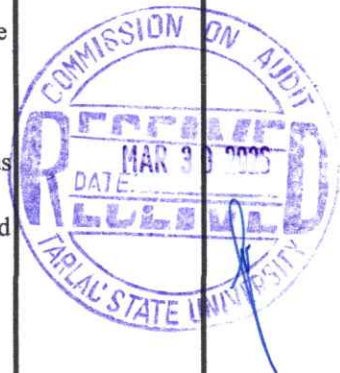
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Conforme:

Very truly yours,



DR. ARNOLD E. VELASCO
President

Signature over Printed Name of Supplier

Authorized Official

Date

Fund Cluster : _____

Funds Available : _____

RYAN R. RONOULLO, CPA
Budget Officer

ORS/BURS No. : 01-10644-1026-03-1417

Date of the ORS/BURS: March 20, 2026

Amount : Php. 000.00