

Riverside Primary School
Request for 2025 School Bus Services

To:

Name of Operator : Chang Chen Pte Ltd
Business Address : Blk 130 Choa Chu Kang Ave 1 #06-36 S(680130)
Contact no. : 6760 4835
Contact person : Mr Grif Lim / Ms Lim
Email address : griflim@hotmail.com

NOTE: The Terms and Conditions Governing this Request for School Bus Services are set out in **Annex A** of the Agreement for Appointment of School Bus Operator to Provide School Bus Services dated 12 September 2023 and are reproduced below. The parent/guardian is to sign and submit the following to the School Bus Operator by 1 December 2024:

1. The Request for School Bus Services Form
2. The Terms & Conditions by Chang Cheng Pte Ltd

Name of Child: _____

Class (2025): _____ Gender: M / F

Home Address: _____(S)_____

Contact Number: (Home) _____ (HP) _____ (HP) _____

Applying for MOE Financial Assistance Scheme (MOE FAS): Yes / No

Please tick accordingly:

- One-way (To school) Two-way
- One-way (Back home) Supplementary Class/CCA. Please indicate day:

If pick-up/drop-off addresses are different from the above address, please indicate:

Pick-up address: _____(S)_____

Drop-off address: _____(S)_____

I consent to the School Bus Operator using the abovementioned information for the purpose of providing School Bus Services and also consent to the School Bus Operator disclosing such information to the School.

Parent's Signature

Name of Parent/Guardian

Date

For Official Use

Bus Fare :

Bus :

Card No :

長城有限公司

CHANG CHEN PTE LTD

Blk 130 Choa Chu Kang Avenue 1 #06-36 Singapore 680130

Tel: 6760 4835 Fax: 6892 5776 Email: griflim@hotmail.com Registration No: 201530624M

Dear Parents, we are the School Bus Vendor for Riverside Primary School. We are very honored to be able to provide school bus service for your child. If you would like to render our service, kindly read the information in the following page and the Terms & Conditions before you complete the Request for School Bus Service Form and sign at the end with the date/month/year indicated. You can submit the completed form to the school general office or fax/email/post to us using the above fax number/email/address. We will notify you of the bus fare, bus number, timing, and pick up/drop off location after Christmas or 3-5 days after you enroll your child when school term has already started. Please use a new form for each child taking the school bus. Thank You.

Terms & Conditions:

- Pick up/drop-off point and timing are designated by the bus contractor.
- Pick up points must be specific and constant. Students must wait at the pickup point 5 minutes before the stipulated pickup time.
- The monthly bus fares shall be collected by the bus conductor/bus attendant and the school assumes no responsibility for such collection or the default of the bus fares.
- The Bus Contractor does not assure vacancy for late entries or amendment of pick up/ drop off point, otherwise they will be placed under the waiting list.
- Seats are assigned by the bus attendant and no reservation of seats is allowed.
- Charges will be imposed for 'Extra Seats' if pick up and drop off location differ and is not under the same designated Bus.
- No adult is allowed on board the bus to accompany the student.
- Students on board must obey the instruction of the driver and bus attendant. Shouting, fighting, vulgar language, drinking, eating, running or playing on the bus is not permitted, and misbehaving students violating the rules should be brought to the attention of the school. Parents are liable for any damage done to the bus through the actions of the children.
- It is advisable that parent should contact the bus Attendant/ driver if they are picking up their child back from school or if the child is sick or due to other reasons when not taking the transport.
- An administration charge of SGD \$1.00 (Replacement Bus Card) is charged for loss of bus card
- While making payment, please prepare the exact amount in cash. Full payment and any outstanding payment must be paid together with the bus card to the collector within 7days after you have received the bus card from the collector or before the start of the new service month. Transport services that commence on any date for any of the month will be charged as full month fee. The Bus Contractor reserves the right to suspend or terminate the transport service without prior notice if payment is not made after 14days after the bus card had been distributed out. Parents are advised to pay on time before the due date.
- Bus trips after official school dismissal time for CCA /Supplementary classes are charged separately as additional bus fees monthly.
- Parents who intend to terminate this contract must inform the bus attendant/ driver by writing one month in advance, failing which, one month bus fare shall be payable in lieu of notice. There will be no refund or pro-rated refund for any unused service day as well as cancellation made for any of the months.
- The Bus Contractor reserves the right to change its buses, pick up time, routing, drivers and the terms & conditions listed.

I hereby acknowledge and confirm and agreed to the above stated details along with the terms and conditions and will abide by them.

Parent's name & Signature

Date

長城有限公司

CHANG CHEN PTE LTD

Blk 130 Choa Chu Kang Avenue 1 #06-36 Singapore 680130

Tel: 6760 4835

Fax: 6892 5776

Registration No: 201530624M

9-month payment term (payable over 9 months). The collection months are January, February, March, April, May, July, August, September and October. There will be no collections for the months of June, November and December.

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 Mth	1 Mth	1 Mth	1 Mth	1 Mth	-	1 Mth	1 Mth	1 Mth	1 Mth	-	-

1. Why parents are required to pay bus fares for those months which are school holidays?

During school holidays, bus operators continue to incur the bulk of their operational costs, such as drivers' wages, vehicle maintenance and depreciation costs, parking charges, insurance premium and road tax.

2. When/ How do I made payment?

When you receive the bus card from the bus attendant/ driver, put the money (cash ONLY) in the ziplock bag provided and pass to them the next day.

3. How does Chang Chen Pte Ltd prove that I have made payment?

We will sign on the bus card when it is returned back to us with your payment. Do check and ensure that the box under Received by is signed for payment that had already been made for the previous months.

4. My neighbour's child is studying in another school in the same neighbourhood. Why his school bus fare is lower than my child's fare?

Individual bus operators determine the bus fares based on several considerations such as bus capacity, number of students taking school buses, distance travelled, insurance premium, etc. Thus, school bus fares vary from school to school

5. Why is there different pricing for buses of different sizes?

Charges for small buses are generally higher as students enjoy more benefits such as mandatory installation of seat belts, one-to-one seating, easier access to pick up points and shorter journey time. On the other hand, the number of students a small bus can take is much fewer than that a big bus.

TERMS AND CONDITIONS GOVERNING THE REQUESTS FOR SERVICES

DEFINITIONS

1. All expressions in these Terms and Conditions shall, unless the context otherwise requires, have the same meaning as that in the Agreement for Appointment of School Bus Operator to Provide School Bus Services (the “**Main Agreement**”). References to “**Parent Agreement**” refers to the contract between the School Bus Operator and the Parent for the provision of Services, and shall be deemed to include these Terms and Conditions Governing the Requests for Services.

SERVICES TO BE PROVIDED BY THE SCHOOL BUS OPERATOR

2. In consideration of the Parent paying the applicable bus fare in such manner and at such time as may be agreed between the School Bus Operator and that Parent, the School Bus Operator agrees to provide the Services in accordance with this Parent Agreement and the Main Agreement.
3. The School Bus Operator shall provide the Services with all reasonable care, skill and diligence.
4. The bus fares charged by the School Bus Operator to Parents shall be agreed between the Parties but in any case, shall not exceed the maximum bus fare prices specified for the Initial Contract Period and Option Period (as the case may be) set out in FORM A attached to the Main Agreement.
5. In respect of all the Services provided in a calendar year, the School Bus Operator shall only collect bus fares from Parents in respect of the months of January, February, March, April, May, July, August, September and October and the bus fares shall be paid on the 1st day of the said months. For the avoidance of doubt, no Parent shall be required to pay bus fares in respect of Services provided on every School Day in the months of June, November and December.
6. Save for the applicable bus fare, no additional fees or expenses shall be payable by the Parent to the School Bus Operator in respect of the Services.

RIGHTS OF THIRD PARTIES

7. The School may enforce this Parent Agreement, including the recovery of damages from the School Bus Operator, to the same extent as if it were a party to this Parent Agreement, PROVIDED ALWAYS that the School Bus Operator shall not be required to compensate both the School and the Parent in relation to the same losses.
8. Save for the rights of the School against the School Bus Operator under this Parent Agreement, this Parent Agreement does not create any right under the Contracts (Rights of Third Parties) Act, which is enforceable by any person who is not a party to it.

SUBCONTRACTING AND ASSIGNMENT

9. The School Bus Operator shall not sub-contract, transfer or assign this Contract or any part of this Parent Agreement without the prior written consent of the School. The School Bus Operator shall be responsible for the acts, defaults, neglects or omissions of any assignee or subcontractor, their agents, servants or workmen as fully as if they were the acts, defaults, neglects or omissions of the School Bus Operator.

TERMINATION OF CONTRACT

10. This Parent Agreement may be terminated by the Parent at any time for convenience by giving the School Bus Operator at least two months' notice in writing.
11. A Parent may terminate this Parent Agreement immediately if:
 - a. there is a breach by the School Bus Operator of the terms and conditions of this Parent Agreement;
 - b. the Main Agreement has been terminated for any reason;
 - c. where the School Bus Operator is a company, a receiver, manager or liquidator has been appointed over the School Bus Operator, or a resolution for winding up the School Bus Operator has been passed, or the School Bus Operator is subject to a winding-up order of a court of competent jurisdiction;
 - d. where the School Bus Operator School Bus is a partnership, the partnership is dissolved or there is a bankruptcy order made against it;
 - e. where the School Bus Operator is an individual, the School Bus Operator commits an act of bankruptcy, is adjudged a bankrupt by a court of competent jurisdiction, or dies; or
 - f. the School Bus Operator enters into any composition or similar arrangement with its creditors or becomes insolvent.
12. The School Bus Operator may terminate this Parent Agreement immediately if the Parent breaches any term of this Parent Agreement that is not capable of remedy, or where it is a remediable breach, the Parent has failed to remedy the breach within 14 days from a receipt of a notice in writing by the School Bus Operator requiring the Parent to do so.

WAIVER AND VARIATION

13. No waiver or variation of this Parent Agreement shall be of any force unless such waiver or variation is agreed upon in writing and signed by an authorised representative of each of the Parties.
14. Any waiver under this Parent Agreement shall be effective only in the instance and for the strict purpose for which it is given.

APPLICABLE LAW

15. This Parent Agreement and all its subsequent variations shall be subject to, governed by and interpreted in accordance with the laws of the Republic of

Singapore for every purpose, and the Parties agree to submit to the exclusive jurisdiction of the Courts of the Republic of Singapore.

INDEMNIFICATION OF PARENT

16. The School Bus Operator shall hold the Parent harmless and shall fully indemnify the Parent against all losses, damages, expenses and costs that the Parent may sustain or incur as a result, whether directly or indirectly, out of:
 - a. a breach of this Parent Agreement by the School Bus Operator; or
 - b. the provision of Services by the School Bus Operator.