



Hougang Primary School  
No. 1 Hougang St 93  
Singapore 534238  
Tel: 6489 7445 Fax: 6489 7446  
Website: <http://www.hougangpri.moe.edu.sg>

## Request for School Bus Services

To:

BT&Tan Transport Pte Ltd  
7030 Ang Mo Kio Ave 5  
#03-19 Northstar@AMK  
Singapore 569880

Contact no. 6483 7260  
Email Address: [sch2@btntan.com](mailto:sch2@btntan.com)

### **PLEASE NOTE:**

1. This Form sets out your request for school bus services. **It does not constitute the bus operator's agreement to provide the services.** The bus operator will review the information you provide in this Form and will confirm with you the pick-up and drop-off location, as well as the bus fare. Please note that the school bus operator may propose an alternative pick-up and/or drop-off location. The use of common pick-up and drop-off points could help operators deploy their drivers more efficiently, as it allows them to ferry more students on each school bus route and, where appropriate, use larger capacity buses. Such an arrangement would not only help operators cope with fewer drivers, but may also help reduce the overall journey time due to fewer stops, as well as allow for later boarding times for students who are picked up first. If you are agreeable to and accept the pick-up and drop-off location as well as the bus fare proposed by the school bus operator, a contract will be constituted between you and the school bus operator for the provision of school bus services for the calendar year 2024 ("**Parent Agreement**").
2. The Terms and Conditions Governing this Request for School Bus Services set out in **Annex A** below are deemed to be incorporated into the Parent Agreement.
3. You must submit this Request to the school bus operator by 6 December 2025 if you wish the school bus operator to consider your request.
4. Please note that the school bus operator is not obliged to provide transport services where the distance between the pick-up and drop-off location is more than 4km from the school, or where your child/ward requires after-school drop off for activities ending after 4pm.

Name of Child: \_\_\_\_\_ Class (2026):\_\_\_/\_\_\_ \* AM/PM

Home Address: \_\_\_\_\_<sup>1</sup>  
(S)\_\_\_\_\_

Contact Number: (Home) \_\_\_\_\_ (HP) \_\_\_\_\_ (HP) \_\_\_\_\_

Please tick accordingly:

☐ One-way (To school) ☐ Two-way

☐ One-way (From school) ☐ Supplementary Class/CCA.

Please indicate day and time the Supplementary Class/CCA ends: \_\_\_\_\_

If pick-up/drop-off addresses are different from the above address<sup>1</sup>, 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

\_\_\_\_\_  
<sup>1</sup> See Note 1  
Version June 2023

## **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 1<sup>st</sup> to 7<sup>th</sup> 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.