



WEST GROVE PRIMARY SCHOOL

1, JURONG WEST STREET 72 SINGAPORE 649223

TEL NO: 62679234 FAX NO: 62679235

INFORMATION SHEET ON SCHOOL BUS SERVICES FOR YEAR 2021

2 Nov 2020

Dear Parents

Introduction

Currently, the school appoints one or more school bus operators to help parents make transport arrangement for their children. The school will invite proposals from operators registered with the Government Electronic Business Centre (Gebiz) and select the operators who can deliver the services required and have submitted the most competitive prices in term of base fare. Parents will then engage the appointed bus operators to agree on the actual bus fare, taking into account the distance, route and other factors such as the seating capacity of the bus. The contract period is normally about 2-3 years. When the contract expires, the school will go through the procurement process again.

Enhanced Process

2. We have enhanced the process under the MOE School Bus Service Pilot Project which will take effect from January 2021 as follows:
 - a. The school will extend the invitation for proposals for bus services to all interested bus operators so as to attract more competitive offers. To achieve this, the school will advertise the invitation at the Information Notice Board for School Bus Services (IBSB) website developed by MOE HQ.
 - b. Interested bus operators will be required to submit the 'Not-To-Exceed" (i.e. the maximum) fare for each distance benchmark (i.e. 2km, 4km and 6km). These fares will help parents negotiate with the appointed school bus operators, if there is a need to do so. The bus fares will not go beyond the NTE during the service period. For students staying beyond the maximum distance range, parents will negotiate fares with the bus operator.
 - c. The annual bus fares will be payable over 9 months in a school academic year. 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. Please refer to the illustration in Appendix A.



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- d. The school will publish the fares quoted by the appointed bus operators in the IBSB website at <https://schadmsvc.moe.gov.sg/moeibsb/> for viewing by parents. Parents can also access the IBSB website through the 'Info for School Bus Services' button in MOE Internet Homepage (at <http://www.moe.gov.sg/>).

School Bus Operator for 2021

3. We are pleased to inform you that the school has appointed Peng Yang Transport Pte Ltd for the period of 2 years from Jan 2021 to Dec 2022 to provide the following services:

- a. Daily School Bus Services (i.e. for sending pupils from home to school and vice versa).

4. Parents who are interested in taking up the school bus services in 2021 please complete the attached request form and forward it to the bus operator or the liaison officer directly by **30 Nov 2020**.

Name of Bus Operator /Liaison officer: Peng Yang Transport Pte Ltd / Ms Anna Siow

Tel No/ Hand phone No: 64726046 / 91073366

Email address (if any): pengyangtpl@yahoo.com.sg

School Bus Fares

5. Parents may discuss their requirements directly with the bus operators to agree on the actual bus fares based on the 'Not to Exceed' Price.

6. The table below show the 'Not to Exceed' Prices for the daily school bus services:

- A. Daily School Bus Services (i.e. for sending pupils from home to school and vice versa)

Distance	>15-30 seaters		>30 seaters	
	1 way	2 way	1 way	2 way
Up to 2km	\$105	\$110	\$80	\$85
>2 – 4km	\$150	\$155	\$120	\$125

7. For students staying beyond the maximum distance range, parents may approach the bus operator directly for negotiation of bus fares.



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Other Information

8. We would like to highlight the following:
- a. The school bus service is provided for trips to and from the school before and after official school hours as follows:
 - i. Daily school timing: 7.30 a.m.
 - ii. Latest arrival time in school: 7.15 a.m.
 - iii. Latest departure time from school: 1.45 p.m.
 - b. It is the parent's responsibility to pay the monthly bus fare directly to the bus operator by 1st working day of each collection month.
 - c. The annual bus fares will be collected over 9 months in January, February, March, April, May, July, August, September and October. There will be no collections for the months of June, November and December. School services will still be provided on every school day in the months of June, November and December.
 - d. Parents are advised to take note of the operator's termination clause.

Feedback

9. The school will continue to seek feedback from parents periodically. Parents may also provide feedback directly to the school. The information gathered will help the school in assessing the appointed bus operators' performance and decide whether to renew their contracts or go through the proposal invitation process to appoint new operators.

10. For any feedback concerning the service standards and behaviour of the bus drivers/attendants, parents may contact the school's office at 62679234

Thank you.

Mrs Chandler Jay Siva
Principal





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Appendix A

This example compares 12-months and 9-months payment schedule based on an annual fare of \$1,080.

Month	12-months	9-months
Jan	\$180	Pay Dec fare in advance \$120
Feb	\$90	\$120
Mar	\$90	\$120
Apr	\$90	\$120
May	\$180	Pay Jun fare in advance \$120
Jun	0	0
Jul	\$90	\$120
Aug	\$90	\$120
Sept	\$90	\$120
Oct	\$180	Pay Nov fare in advance \$120
Nov	0	0
Dec	0	0
Total	\$1,080	\$1,080

Payments are spread equally over 9 months

Benefits of 9-month payment schedule:

- No advance payment is required for the month of Dec, Jun and Nov.
- Bus fare is paid over 9 equal payments.
- Pay as use basis.

**West Grove Primary School
Request for School Bus Services**

To:

Peng Yang Transport Pte Ltd
Blk 154 #01-42
Mei Ling Street
Singapore 140154
Tel: 64726046 / 91073366
Contact Person: Ms Anna Siow
Email address: pengyangtpl@yahoo.com.sg

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 **2 Nov 2020** and are reproduced below. The parent/guardian is to submit this Request to the School Bus Operator by **30 Nov 2020**.

Name of Child: _____ Class (2021): _____

Home Address: _____ (S) _____

Contact Number: (Home) _____

(Mother's HP) _____ (Father's HP) _____

Please tick accordingly:

One-way (To school)

Two-way

One-way (Back home)

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

