

December 16, 2015

**U.S. Consulate General Hong Kong**  
**Notice of Quotation Submission**  
**Trees Trimming Services**  
**at**  
**26 Garden Road, 3 Barker Road, 37 Shouson Hill Road**

The U.S. Consulate General Hong Kong has a requirement for trees trimming services at 3 locations in Hong Kong. Attached are the copies of the statement of work, maps and photos for this project and the clauses for Purchase Order. All responsible sources may submit an offer, which will be considered.

**Site Visit:** Site visit is scheduled at 10:00am, December 29, 2015. Please send your request with attendee's name by e-mail to Ms. Maria Chiu ([chiums@state.gov](mailto:chiums@state.gov)) no later than 12noon, December 21, 2015 if your company would like to have a site visit.

Please submit your quotation to Ms. Maria Chiu either by e-mail or fax **on or before 12:00noon (local time) on January 15, 2016.**

You may direct any questions regarding this request for quotations in written either by fax (fax# 852 2845 1598), letter or e-mail ([chiums@state.gov](mailto:chiums@state.gov)) to Procurement Supervisor, Ms. Maria Chiu at anytime.