

**PUBLIC PROCUREMENT REGULATORY
AUTHORITY (PPRA)**

(As Per Rule 47 of PP Rules, 2004)

CONTRACT AWARD PROFORMA – I

**To Be Filled and Uploaded on PPRA Website In Respect of All
Public Contracts of Works, Services and Goods**

- NAME OF THE ORGANIZATION/DEPTT. NADRA REGIONAL HEAD OFFICE MULTAN
- FEDERAL / PROVINCIAL GOVT. FEDERAL
- TITLE OF CONTRACT. MISC. STATIONERY ITEMS
- TENDER NUMBER. NADRA/2022-23/01
- BRIEF DESCRIPTION OF CONTRACT. PROCUREMENT OF MISC. STATIONERY
ITEMS FOR NADRA REGIONAL HEAD OFFICE MULTAN.

- TENDER VALUE. Rs. 31,768,200/-

- ENGINEER'S ESTIMATE. N/A
(for civil Works only)

- ESTIMATED COMPLETION PERIOD. NINETY (90) DAYS
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL
PROCUREMENT PLAN? Yes Yes / No

- ADVERTISEMENT :
 - (i) PPRA Website. Yes (01-JULY-2022) TS484914E Yes / No
(Federal Agencies) (If yes give date and PPRA's tender number)
 - (ii) News Papers. Yes (Daily Urdu Newspaper "Khabrain" Multan & Daily English "
Dawn" Lahore Yes / No (If yes give names of newspapers and dates)

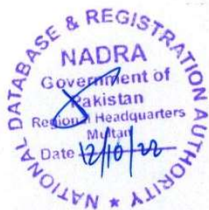
- TENDER OPENED ON (DATE & TIME): 19 AUG 2022 AT 1100 HOURS

- NATURE OF PURCHASE: LOCAL Local / International

- EXTENSION IN DUE DATE (If any): No Yes / No



- NUMBER OF TENDER DOCUMENTS SOLD: THREE (03)
(Attach list of Buyers)
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS: Yes Yes/ No
(If yes enclose a copy).
- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS: Yes Yes / No
(If yes enclose a copy).
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
 - a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____
 - b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. _____
 - c) TWO STAGE BIDDING PROCEDURE. _____
 - d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. _____
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT CONTRACTING, NEGOTIATED TENDERING ETC.)
- WHO IS THE APPROVING AUTHORITY: CHIEF ADMINISTRATIVE OFFICER.
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING. N/A
- NUMBER OF BIDS RECEIVED: THREE (03)
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER: Yes
- WHETHER INTEGRITY PACT WAS SIGNED: No (N/A) Yes / No



**PUBLIC PROCUREMENT REGULATORY
AUTHORITY (PPRA)**

(As Per Rule 47 of PP Rules, 2004)

CONTRACT AWARD PROFORMA – II

**To Be Filled And Uploaded on PPRA Website In Respect of All
Public Contracts of Works, Services & Goods**

➤ NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS: (One)

➤ NAME AND ADDRESS OF THE SUCCESSFUL BIDDER:

M/s Bashir & Sons Enterprises, Shop No. 495-A/4-C, Street No. 14, Al-Atta Colony,
Near Govt. Emerson College, Bosan Road, Multan.

➤ RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATED BID).

_____ MOST ADVANTAGEOUS BIDDER

➤ NEED ANALYSIS (Why the procurement was necessary?)

_____ OPERATIONAL NEED

➤ IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE
REASONS (Briefly describe) _____ N/A _____



- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS: Yes Yes / No

- DATE OF CONTRACT SIGNING: 30 SEP 2022
(Attach a copy of agreement)

- CONTRACT AWARD PRICE: Rs. 2,327,692/-

- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS: Yes
(Attach copy of the bid evaluation report)

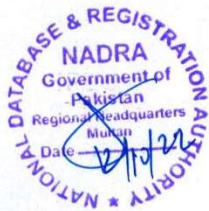
- ANY COMPLAINTS RECEIVED: No Yes / No
(If yes result thereof)

- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS: No Yes / No
(If yes give details)

- DEVIATION FROM QUALIFICATION CRITERIA: No Yes / No
(If yes give details)

- SPECIAL CONDITIONS, IF Any
(Give Brief Description)
No

[F.No.2/1/2008PPRA-RA.III]



Tuesday, July 05, 2022

- Login
- Online Query
- Query Reply
- Frequently Asked Questions
- Registered Suppliers
- PPRA Board
- Downloads (SRO, Manuals, Forms)
- Active Black Listed Firms
- Archive De-Listed Black Listed Firms
- Procurement Planning
- Evaluation Results
- Procurement Contracts
- Grievances Redressal Committee
- Misc Laws and Acts
- Tender Guidelines
- Contact Us
- Only For PPRA Employees

Home	Trainings	Public Tenders	Tender Search	Annual Reports	Publications	Legal Documents	Policy Guidelines	Procurement Code
		Authority NADRA, Islamabad HIRING THE SERVICES OF PRINTING, BINDING & PACKING OF ELECTO HIRING THE SERVICES OF PRINTING, BINDING & PACKING OF ELECTO 104/2022		4/7/2022		18/7/2022 11:00:00 AM		
		National Database and Registration Authority NADRA, Islamabad Space required Office space required etc tho/isb/admin-28/2022		4/7/2022		19/7/2022 11:30:00 AM		
		Authority NADRA, Islamabad HIRING THE SERVICES OF PRINTING, BINDING & PACKING OF ELECTO HIRING THE SERVICES OF PRINTING, BINDING & PACKING OF ELECTO 104/2022		4/7/2022		18/7/2022 11:00:00 AM		
		National Database and Registration Authority NADRA, Multan PROCUREMENT OF STATIONERY ITEMS Procurement of Stationery Items for NADRA Multan Region NADRA/2022-23/01		1/7/2022		20/7/2022 11:30:00 AM		
		Authority NADRA, Peshawar RENTAL OFFICE SPACE REQUIRED FOR NADRA Office Tehsil: Lora RENTAL OFFICE SPACE REQUIRED FOR NADRA Office Tehsil: Lora (1/7/2022		18/7/2022 11:00:00 AM		
		National Database and Registration Authority NADRA, Islamabad PURCHASE OF HEAVY DUTY PRINTERS				18/7/2022		

Online Submitted Tender

Organization Name	National Database and Registration Authority NADRA
Address	221-A SRA Colony
City	Multan
Tel No.	061-9220133
Fax No.	061-6551260
Receipt No	164308
Tender No	NADRA/2022-23/01
Description	1.NADRA Regional Head Office Multan, invites sealed bids from the interested suppliers/firms, registered with Income Tax & Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of

Revenue, for the provision of Misc. Stationery Items (detail available in tender documents) for NADRA Multan Region. 2.Bids will be processed through ?Single Stage Two Envelop Procedure?. 3.?Technical Proposal? must be marked on the Top of envelop and must contain following documents:- a.Bid Security, amounting to Rs.550,000/-, in the name of ?NSRC Disbursement Account RHO NADRA Multan. b.Samples of Stationery Items. c.Income Tax, General Sales Tax Registration Certificates and Proof of being Active Taxpayer. d.Fresh Certificate on E-Stamp Paper that Company/Firm/Supplier is eligible (not blacklisted) as define in ITB-3.8 of Bidding Documents. e.All documents required for technical evaluation (as detailed in the Tender Documents). 4.?Financial Bids? be sealed in separate envelop which must be marked on the top of envelop. 5.Both, separately packed in envelopes, Technical & Financial Bids subscribed ?Bids for Stationery Items? should be sent to Dy. Director (Admin), NADRA Regional Head Office, 221-A, SRA Colony, Multan by mail/hand on/before 20 July 2022 till 1130 Hours. 6.The Technical Bids for Misc. Stationery Items will be opened on the same day at 1200 Hours in the presence of the Suppliers / Firms representatives, who may like to be present. 7.Minimum Bid validity of 90 days is required from the day of Technical Bid Opening. The Technical & Financial Bidding Documents along with detail terms and conditions can be obtained from NADRA RHO Multan during working Hours (in working days only) from the day publication to 20 July 2022 (before closing time) by submitting Demand Draft/Pay Order of Rs.1,000 (Non-Refundable) in the Name of ?NSRC Disbursement Account RHO NADRA Multan?.



Remarks	
Advertisement Date	1/7/2022
Closing Date	20/7/2022
Closing Time	11:30:00 AM
Opening Time	12:00:00 PM
Tender Documents	No Attachment
Estimated Cost	
Tender Nature	National
Earnest Money	550000
Bid Validity	Minimum 90 days
Bid/Tender Document Cost	
Remarks	

PID STATEMENT OF MEDIA RELEASED TO DAILY NEWSPAPERS

PID ISLAMABAD 30-06-2022 | PED-HQ NADRA)



Name of Client	Agency	Size	Publication Date	Caption	Region	Name of Newspapers/Periodicals	Publication Status
NADRA PID (I) 9133 /21	PID	15x3	01-07-2022	Notice RHO Multan	Lhr/Mul	Urdu- Khabrain, Multan	1-07-2022
						English- Dawn, Lhr	02-07-2022





نیشنل ڈیٹا بیس اینڈ رجسٹریشن اتھارٹی (نڈرا)
وزارت داخلہ حکومت آف پاکستان
ریجنل ہیڈ کوارٹر 221-اے ٹاور کن عالم آبادی ملتان
سٹیٹسٹری کی سربراہی
سپٹمبر 2022-23/01 نمبر

1. پی ایچ آر (P) Stage Fee (Publication Fee) 1000/- روپے
 2. "Technical Fee" کے لئے رقم جمع کروانے کے لئے درخواستیں جمع کروانے کے لئے 1000/- روپے
 3. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 4. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 5. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 6. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 7. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 8. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 9. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج
 10. 1-1-2022 سے 31-12-2022 تک جاری ہونے والی تمام درخواستوں کے لئے 1000/- روپے کا ایکس چارج

PID (I) No. 9133/21
نیشنل ڈیٹا بیس اینڈ رجسٹریشن اتھارٹی (نڈرا)
وزارت داخلہ حکومت آف پاکستان
ریجنل ہیڈ کوارٹر 221-اے ٹاور کن عالم آبادی ملتان
فون نمبر: 011-42281231
011-4220111
www.nadra.gov.pk

**GOVERNMENT OF PAKISTAN**
(MINISTRY OF INTERIOR)
National Database and Registration Authority (NADRA)

TENDER NOTICE

PROCUREMENT OF STATIONERY ITEMS
TENDER NOTICE NO. NADRA/2022-23/01

1. NADRA Regional Head Office Multan invites sealed bids from the interested suppliers / firms registered with Income Tax & Sales Tax Departments and who are also on Active Taxpayers List of the Federal Board of Revenue for the provision of **Misc. Stationery Items** (details available in Tender Documents) for NADRA Multan Region.
2. Bids will be processed through **"Single-Stage — Two-Envelope Procedure"**.
3. **"Technical Proposal"** must be marked on the Top of Envelope and must contain the following documents:
 - a. Bid security amounting to Rs. 550,000/- in the name of **"NSRC Disbursement Account RHO NADRA Multan"**.
 - b. Samples of Stationery Items.
 - c. Income Tax, General Sales Tax Registration Certificates and Proof of being Active Taxpayer.
 - d. Fresh Certificate on E-Stamp Paper that company / firm / supplier is eligible (not blacklisted) as defined in ITB-3.8 of the Bidding Documents.
 - e. All documents required for technical evaluation (as detailed in the Tender Documents).
4. **"Financial Bids"** be sealed in separate envelope which must be marked on the top of envelope.
5. Both separately packed in another envelope. Technical & Financial Bids subscribed **"Bids for Stationery Items"** should be sent to Dy. Director (Admin), NADRA Regional Head Office, 221-A, SRA Colony, Multan by mail / hand on or before **20th July, 2022 till 1130 hours**.
6. **Technical Bids for Misc. Stationery Items** will be opened on the same day at 1200 hours in presence of suppliers / firms / representatives, who may like to be present.
7. Minimum bid validity period of 90 days is required from the day of Technical Bid Opening.
8. The Technical & Financial Bidding Documents along with detailed terms and conditions can be obtained from NADRA RHO Multan during working hours (in working days only) from the publication day of this notice to 20th July, 2022 (before closing time) by submitting **Demand Draft / Pay Order of Rs.1,000** (non-refundable) in the name of **"NSRC Disbursement Account RHO NADRA Multan"**.
9. This advertisement is also available on PPRA website at www.ppra.org.pk

DY. DIRECTOR (ADMIN)
NADRA RHO, 221-A, SRA Colony, Multan
Ph: 061-9220133 Fax: 061-9220111 Email: proc.multan@nadra.gov.pk






PROC/ 9133/21(LHR-03)

Tender Issuance Record

Tender Title: PROCUREMENT OF MISC STATIONERY ITEMS.

Tender No: NADRA/2022-23/01

Sr.	Date of Bid Purchase	Name of Firm/Vendor	Tender Fee Received	Draft No. & Bank	Name of Receiver	Signature of Receiver	Contact No.	Name if issuing Official	ERP No.	Signature of Official
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01	13/7/22	Atique Traders Office Karachi	Rs. 1000/-	Habis Metropolitan Bank 16190247	Through Courier	—	0300 0222689	Zahid	2022	
02	14/7/22	Abdullah Enterprises Multan	Rs. 1000/-	Ahazari Bank 10225084 FTB2219556910570	میرا لیا گیا		0315- 6038452	Shuta	2011	
03	19/7/22	Bank Alfalah Bashir & Son Enterprises	Rs. 1000/-	Bank Alfalah FT 222000R858 X3V	میرا لیا گیا		0335- 3123450	Shaista	2011	692075 



Form of Qualification Criteria

TO BE FILLED BY THE BIDDER <i>(Please tick the appropriate)</i>			Total Marks=50
1.	EXPERIENCE /NUMBER OF YEARS - IN GENERAL		Marks 10 Nos
	>=10 Years	10	Attach documents as proof (Registration Certificate)
	>=5 Years & < 10 Years	08	
	>=3 Years & < 5 Years	06	
	>1 Years & < 3 Years	04	
	<=1 Years	02	
2.	EXPERIENCE /NUMBER OF YEARS – RELATED		Marks 10 Nos
	>=10 Years	10	Attach documents as proof (Oldest related PO/s)
	>=5 Years & < 10 Years	08	
	>=3 Years & < 5 Years	06	
	>1 Years & < 3 Years	04	
	<=1 Years	02	
3.	NUMBER OF SUPPLIES – RELATED		Marks 10 Nos
	POs >= 12	10	Attach documents as proof (Copies of POs/Contracts which may be verified)
	POs >= 8 & < 12	08	
	POs >= 5 & < 8	06	
	POs >= 2 & < 5	04	
	POs < 2	02	
4.	PERSONNEL/STAFF		Marks 10 Nos
	Staff >= 24	10	Attach list of Support team with name, designation and qualification.
	Staff >= 12 & < 24	08	
	Staff >= 6 & < 12	06	
	Staff > 3 & < 6	04	
	Staff <= 3	02	
5.	COMPANY FINANCIAL STATUS		Marks 10 Nos
	Worth >= 12 Million	10	Attach Bank statement of last One (1) Year or last three years Financial Statements. <i>(Total credit amount of last one year Bank Statement or Total Profit/Loss for three years Balance Sheets will be considered)</i>
	Worth >= 9 M & <12 M	08	
	Worth >= 6 M & <9 M	06	
	Worth >= 3 M & <6 M	04	
	Worth < 3 Million	02	
Note:			
<p>a. Qualification marks of basic eligibility are 30 (thirty). Bidder scoring less than 30 marks overall and less than 4 marks in any criteria will not be included in Technical Evaluation Process.</p> <p>b. Please attach relevant document to support the option you have selected in technical evaluation. In case of no supporting document, score of the concerned field will be considered as Zero.</p>			

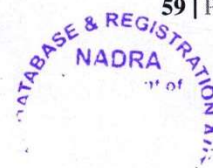


National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

28.	22.2 (b)	Title of the subject Procurement or Project name: Procurement of Misc. Stationery Items ITB title and No: NADRA/2022-22/01 Time and date for submission: On or Before 20 July 2022 at 1130 Hours
29.	23.1	The deadline for Bid submission is a) Day : Wednesday b) Date: 20 July 2022 c) Time: 1130 Hours

E. Opening and Evaluation of Bids

30.	26.1	The Bid opening shall take place at: Conference Hall, NADRA RHO, 221-A, SRA Colony, Multan. Pakistan Day : Wednesday Date: 20 July 2022 Time : 1200 Hours
31.	32.2	The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies is: Pakistani Rupees The source of exchange rate shall be: State Bank Of Pakistan The date of exchange rate shall be: Date of Financial Bid Opening
32.	35	Evaluation Techniques Least Cost Based Selection (LCBS) After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in



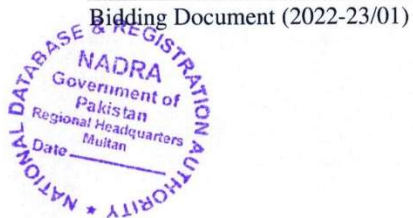
National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

		compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered highest ranked bid.
33.	33.4 (h)	Other specific criteria are; 1. Types of Paper Reams (Lot-1) will be evaluated item wise for the selection of most advantageous bidder. 2. All other Stationery Items (Lot-2) will be evaluated collectively (Total Cost of all items excluding Paper Reams) for the selection of most advantageous bidder, hence bidders are required to bid all stationery items otherwise bids will be rejected. Note: Interest bidders are invited and encouraged to bid all stationery items, however, bids for only Paper Reams (Lot-1) will be acceptable.
34.	33.5 (a)	Inland transportation from EXW/port of entry/border point to <i>NADRA RHO Multan</i> , and insurance and incidentals shall be part of quoted price for successful delivery at Stores of NADRA RHO Multan within Multan City.
35.	33.5 (b)	Delivery schedule: <i>Same as given in Schedule of Requirements</i>
	Option (i)	N/A or
	Option (ii)	N/A or
	Option (iii)	N/A
36.	33.5 (c) (ii)	Deviation in payment schedule <i>is not applicable.</i>
37.	33.5 (d)	Cost of spare parts. N/A
38.	33.5(e)	Spare parts and after sales service facilities in Pakistan. N/A



National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

**SECTION V: SCHEDULE OF REQUIREMENTS, TECHNICAL
SPECIFICATIONS**



National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan
Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery

(i) at Stores of NADRA RHO Multan within Multan City.

In order to determine the correct date of delivery hereafter specified, the Procuring Agency has taken into account the additional time that will be needed for international or national transit to the Project Site or to another common place.

Sr.	Description	A/U	Quantity	Delivery schedule in weeks
Lot-1				04 to 06 Weeks
1.	Paper Ream A4 Size 80gm	Ream	18300	
2.	Paper Ream Legal Size 80gm	Ream	288	
3.	Paper Ream A4 Size 100gm	Ream	4530	
Lot-2				
1.	File Cover	No	6684	
2.	Token Roll	No	1044	
3.	Token Roll (For Thermal Printer)	No	5334	
4.	File Cover (Imported Sheet)	No	690	
5.	Dak Folder	No	36	
6.	Packing Tape	No	690	



National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

Technical Specifications

Sr.	Item Name	A/U	Specification	Offered Item/Brand
Lot-1				
1	Paper Ream	Ream	A4 - 500 Sheets (80 gm) Cut to Pack Imported Standard Quality	
2	Paper Ream	Ream	Legal - 500 Sheets (80 gm) Cut to Pack Imported Standard Quality	
3	Paper Ream	Ream	A4 - 500 Sheets (100 gm) Cut to Pack Imported Standard Quality	
Lot-2				
1	File Cover	No	As Per Specimen/Sample available at NADRA RHO	
2	Token Roll	No	3" 63 Grm Paper 25 M Standard Quality	
3	Token Roll (For Thermal Printer)	No	3" 42 Grm 50 M Standard Quality	
4	File Cover	No	(Imported Sheet) As Per Specimen/Sample available at NADRA RHO	
5	Dak Folder	No	As Per Specimen/Sample available at NADRA RHO	
6	Packing Tape	No	2" 72 Yard (Standard Quality)	

Note: Submission of Sample with Technical Bid is mandatory for all items of Lot-1 & Lot-2, however, sample is not required for Item No.01, 04 & 05 of Lot-2 if bidder is willing to provide the items same as specimen/sample available at NADRA RHO Multan.



FINAL EVALUATION REPORT

(As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency: NADRA RHO Multan
2. Method of Procurement: Open Competitive Bidding (Single Stage Two Envelopes)
3. Title of Procurement: Misc. Stationery Items
4. Tender Inquiry No.: NADRA/2022-23/01
5. PPRA Ref. No. (TSE): TS484914E
6. Date & Time of Bid Closing: 20-July-2022 at 11:30 am
7. Date & Time of Bid Opening: 20-July-2022 at 12:00 pm
8. No of Bids Received: 03 (Three).
9. Criteria for Bid Evaluation: Most Advantageous Bidder
10. Details of Bid(s) Evaluation: Given Below

Name of Bidder	Marks		Evaluated Cost	Rule/Regulation/SBD*/Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
	Technical (if applicable)	Financial (if applicable)		
M/S Atique Traders, Karachi (Lot-1)	Pass	Not Competitive	N/A	Approved for Re-Tender of Lot-1
M/S Abdullah Enterprises Multan (Lot-2)	Pass	Pass	=3,248,294/-	2 st Most Advantageous Bidder of Lot-2
M/S Bashir & Sons, Multan. (Lot-2)	Pass	Pass	=2,327,692/-	1 st Most Advantageous Bidder of Lot-2

Most Advantageous Bidder: M/S Bashir & Sons, Multan

Signature:

Official Stamp:

