

**ATTACHMENT 1: SUBMISSION CHECKLIST**  
**C000584 – Virtual Currency Blockchain Analytics Tool**

\_\_\_\_\_  
Bidder Name

\_\_\_\_\_  
Date

**Technical Proposal:**

1. Did the Bidder provide a complete electronic version of the Technical Proposal?  Yes  No
2. Does the proposal contain all components of the Technical Proposal, as stated below?
  - A. **Table of Contents**  Yes  No
  - B. **Executive Summary**  Yes  No
  - C. **Staffing, Relevant Experience and References**  Yes  No
  - D. **Required Services**  Yes  No
3. Excluding table of contents, staff resumés, and letters of reference, is Technical Proposal 30 pages or fewer?  Yes  No

**Cost Proposal:**

1. Did Bidder provide a complete and responsive electronic version of the Cost Proposal?  Yes  No
2. Did Bidder complete and sign Attachment 8: Cost Proposal Response Form?  Yes  No

**Administrative Proposal:**

1. Did Bidder provide a complete electronic version of the Administrative Proposal?  Yes  No
2. Did Bidder submit signed copies of:
  - Attachment 2: Bidder Information and Attestation  Yes  No
  - Attachment 3: New York State Required Certifications Packet  Yes  No
  - Attachment 4: MWBE and Equal Employment Opportunities Requirements (Attachments 4.1 and 4.2)  Yes  No
  - Attachment 5: Response to the Diversity Practices Questionnaire, with supporting documents (Attachment 5.1)  Yes  No
  - Attachment 6: Vendor Responsibility Questionnaire (hardcopy or submitted electronically in the State's VendRep system) for the Bidder and any subcontractor anticipated to receive a subcontract in excess of \$100,000  Yes  No