

ATTACHMENT D
Checklist and Submission Form
Electronic Scanning System
Puerto Rico State Elections Commission

General Instructions

The proposer must complete each of the following sections by checking the item provided and include the requested document as an appendix, which shall be identified as requested herein. Checking the item will confirm acceptance of the requirement, and a requirement may have more than one item. If a requirement does not apply, the item box shall not be checked, and the corresponding appendix will include a page stating that the requirement does not apply and a brief justification for it. Each appendix must be identified with a cover page, which shall include its number.

In order to comply with the requirement to complete the appendices, the proposer may include as a reference only a copy of the specific portion or page of the main document that specifies the requested requirement. This portion of the main document must clearly indicate, through a distinctive mark or shading, the location of the requested information. Therefore, the proposer is not obligated to provide the complete main document from which the information is obtained in each appendix referenced in that document. However, the main documents that support the proposal must be included in their entirety in Appendix XX. If the requirement to complete an appendix is met by using information provided in a previous appendix, the proposer must indicate this by referencing the appendix in question.

All pages of this Verification and Submission Form and its appendices must be initialed, and the final page of the document must be signed by the proposer's authorized representative. The Cover Letter (Section 2.1.5.1), the Proposal Certification (Section 2.1.5.2), and the Cost Schedule (Section 2.1.5.4), together with this completed Form (Section 2.1.5.3), **constitute the proposer's proposal.**

The file names for the files required for submitting the proposal must follow the following format:

XXXXXX-cartadepresentación2026.pdf
XXXXXX-certificacióndelapropuesta2026.pdf
XXXXXX-formulariodecotejoypresentación2026.pdf
XXXXXX-tabladecosto2026.xlsx

where XXXXXX shall be the proposer's name.

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Signature of proposer's authorized representative: _____

Date: _____

RESPONSES

1.0 Corporate Resolutions

- ☐ We confirm the submission of the corresponding corporate resolutions in accordance with Section 2.7.1. - Appendix 1.

2.0 Existing Contracts and Scheduled Projects

- ☐ We confirm the submission of a breakdown of existing contracts and scheduled projects in accordance with Section 2.7.2. - Appendix 2.

3.0 Non-Collusion Certificate

- ☐ We confirm the submission of a non-collusion certification as detailed in Section 2.7.3. - Appendix 3.

4.0 Certificate of No Conflict of Interest

- ☐ We confirm the submission of the certification of no conflict of interest as detailed in Section 2.7.4. - Appendix 4.

5.0 Non-Bankruptcy Certificate

- ☐ We confirm the submission of the non-bankruptcy certificate as detailed in Section 2.7.5. - Appendix 5.

6.0 Financial Statements

- ☐ We confirm the submission of the financial statements as detailed in Section 2.7.6. - Appendix 6.

7.0 Sworn Statement of the Anticorruption Code

- ☐ We confirm the submission of the sworn statement in compliance with Law 2-2018 as detailed in Section 2.7.7. - Appendix 7.

8.0 Registration as Bidder

For proposers who **are** registered in the Unified Bidder Registry (RUL, by its acronym in Spanish):

- ☐ We confirm that the proposer is registered in the RUL and evidence of said registration is presented as required in Section 2.7.8. - Appendix 8A.

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For proposers who **are not** registered in the Unified Bidder Registry (RUL):

- ☐ We confirm that the proposer is not registered in the RUL, therefore the documents with their corresponding appendices are submitted in accordance with Section 2.7.8. Furthermore, we confirm that only the applicable documents have been marked.:
 - ☐ Tax Return Filing Certificate – Appendix 8B
 - ☐ Copy of the First Page of the Income Tax Return – Appendix 8C
 - ☐ Certification of Reasons for which you are not Obligated by Law to File Tax Returns – Appendix 8D
 - ☐ Manual Correction of Tax Return Filing Certificate – Appendix 8E
 - ☐ Electronic Certificate from the Employment Security Bureau – Appendix 8F
 - ☐ Electronic Certificate from the Social Security Program for Drivers and Other Employees – Appendix 8G.
 - ☐ Certificate of Existence or Certificate of Authorization to do business as a Foreign Corporation – Appendix 8H.
 - ☐ Certificate of Good Standing – Appendix 8I.
 - ☐ Employer Certificate of Good Standing – Appendix 8J.
 - ☐ Negative Certification of Child Support Case or Account Statement Certificate – Appendix 8K.
 - ☐ Movable Property Tax Return Filing Certificate – Appendix 8L.
 - ☐ Negative Certification of Movable Property – Appendix 8M.
 - ☐ Sworn Statement of the Anticorruption Code – Appendix 8N
 - ☐ Sworn Statement of Non-Filing of Movable Property Tax Return – Appendix 8O.
 - ☐ Certificate of Debt for All Concepts – Appendix 8P.
 - ☐ Negative Certification of Movable Property and Real Estate – Appendix 8Q.

9.0 Sales Tax Return Filing Certificate

- ☐ We confirm the submission of the Sales Tax Return Filing Certificate as detailed in Section 2.7.9. - Appendix 9.

10.0 Sales Tax Debt Certification

- ☐ We confirm the submission of the Debt Certificate as detailed in Section 2.7.10. - Appendix 10A.
- ☐ We confirm the submission of Evidence of the Payment Plan and compliance with it as detailed in Section 2.7.10. - Appendix 10B.

11.0 Merchant Registration Certificate

- ☐ We confirm the submission of the Merchant Registration Certificate in accordance with Section 2.7.11. - Appendix 11.

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- 12.0 Certificate of Authorization to do Business for a Foreign Corporation
☐ We confirm the submission of the Certificate to do Business for a Foreign Corporation in accordance with Section 2.7.12. – Appendix 12.
- 13.0 Articles of Incorporation
☐ We confirm the submission of the articles of incorporation in accordance with Section 2.7.13. - Appendix 13.
- 14.0 Incorporation Certificate or Certificate of Existence
☐ We confirm the submission of the Certificate of Incorporation or the Certificate of Existence in accordance with Section 2.7.14. Appendix 14.
- 15.0 Certificate of Compliance or Good Standing
☐ We confirm the submission of the Certificate of Compliance or Good Standing in accordance with Section 2.7.15. - Appendix 15.
- 16.0 Employer Certificate of Compliance
☐ We confirm the submission of the Employer Certificate of Compliance in accordance with Section 2.7.16. - Appendix 16.
- 17.0 Negative Certification Child Support Case or Account Statement Certificate
☐ We confirm the submission of the Negative Certification of Child Support Case or Account Statement Certificate in accordance with Section 2.7.17. - Appendix 17.
- 18.0 Bid Bond
☐ We confirm the submission of the original Bid Bond document for the amount of USD _____ in accordance with sections 2.7.18 and 5.1.1. - Appendix 18.
- 19.0 Resource Diagram
☐ We confirm the submission of the Resource Diagram in accordance with Section 2.7.19. - Appendix 19.
- 20.0 Information regarding subcontractors
☐ We confirm the submission of the Subcontract Certificate concerning the subcontractors to be used as part of the project in accordance with Section 2.7.21.1. - Appendix 20.
- 21.0 Preliminary Project Schedule
☐ We confirm the submission of the Preliminary Project Schedule in accordance with Section 2.7.22. – Appendix 21.
☐ We confirm that the project completion date, as indicated in the Preliminary Project Schedule, will be _____, ____.

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- 22.0 Informative Questionnaire concerning the Production of Scanning Machines
☐ We confirm that we have answered all the questions and provided the information requested as detailed in Section 2.7.24. – Appendix 22A
- 23.0 Informative Questionnaire concerning Delivery Logistics
☐ We confirm that the requested information regarding delivery logistics is provided as detailed in Section 2.7.25. – Appendix 22B
- 24.0 Storage
☐ We confirm the submission of the specifications for the infrastructure and environmental conditions for the storage of each type of scanning machine as detailed in Section 2.9.1 – Appendix 23A
☐ We confirm the submission of the specifications for the infrastructure and environmental conditions for the storage of the two (2) types of stations as detailed in Section 2.9.3 – Appendix 23B
- 25.0 Past Performance
☐ We confirm the submission of the required information concerning past performance in accordance with Section 4.2 – Appendix 24
- 26.0 Certification of the Base Scanning System
☐ We confirm that the base system upon which the Scanning System will be developed and adapted is certified by the US Election Assistance Commission (EAC) in compliance with the Voluntary Guidelines for Voting Systems, in accordance with Section 15.2. We also provide a copy of the EAC Certification. - Appendix 25
- 27.0 Acquisition of Central Infrastructure
☐ We confirm that this proposal includes providing all of the central infrastructure necessary for the System's operation in accordance with sections 15.3.1 and 15.5.9. The price of the infrastructure is detailed in the Cost Table. Information concerning the central infrastructure is also provided. - Appendix 26
- 28.0 Acquisition of Transfer Stations
☐ We confirm that this proposal includes providing a total of _____ transfer stations in accordance with sections 15.3.2 and 15.5.7. The operational parameters for these transfer stations are as follows: _____ minutes per transfer batch and _____ media processed in each transfer batch. The price for each station is detailed in the Cost Table. Information concerning the transfer stations being offered is also provided. - Appendix 27
- 29.0 Acquisition of Precinct Machines
☐ We confirm that this proposal includes providing a total of 10,500 precinct machines in accordance with the technical specifications and sections 15.3.3 and 15.5.1. The price for each

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one is detailed in the Cost Table. Information related to the precinct machines offered is included. - Appendix 28

30.0 Acquisition of Central Machines

- ☐ We confirm that this proposal includes providing a total of _____ central machines in accordance with the technical specifications and sections 15.3.4 and 15.5.2. The central machines being offered have the capacity to process a total of _____ ballots per hour. Information related to the central machines is included, including evidence of the processing capacity measured in ballots per hour. - Appendix 29

31.0 Acquisition of Stations for the Alternate Transmission of Results

- ☐ We confirm that this proposal includes providing a total of 90 stations for the alternate transmission of results, in accordance with the technical specifications and sections 15.3.5 and 15.5.8. The price for each station is detailed in the Cost Table. Information concerning the stations for the alternate transmission of results being offered is also provided. - Appendix 30

32.0 Acquisition of Removable Storage Media

- ☐ We confirm that this proposal includes providing a total of _____ removable storage media in accordance with Section 15.5.3. The quantity of removable storage media is based on the requirement of _____ storage media for each of the 10,500 precinct machines. The unit price is detailed in the Cost Table. Information regarding the offered removable storage media is also provided. - Appendix 31

33.0 Acquisition of Cases for Storing Removable Storage Media

- ☐ We confirm that this proposal includes providing a total of _____ cases for removable storage media in accordance with Section 15.5.4. Each case has the capacity to store up to a maximum of _____ removable storage media. The weight of each case, including the maximum number of storage media, is _____ pounds. The price for each case is detailed in the Cost Table. Information regarding the offered removable storage media cases is also provided. - Appendix 32

34.0 Acquisition of Authentication Devices

- ☐ We confirm that this proposal does not include authentication devices for the scanning machines in accordance with Section 15.5.5.
- ☐ We confirm that this proposal includes providing authentication devices in accordance with Section 15.5.5. The unit price and quantity of these devices per precinct machine and scanning machine are detailed in the Cost Table. Information regarding the authentication devices being offered is also provided. - Appendix 33

35.0 Acquisition of Cases for Storing Authentication Devices

- ☐ We confirm that this proposal does not include cases for authentication devices in accordance with Section 15.5.6.

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- ☐ We confirm that this proposal includes providing cases for storing authentication devices in accordance with the technical specifications and Section 15.5.6. Each case has a maximum capacity of _____ devices. The weight of each case filled with authentication devices is _____ pounds. The price for each case is detailed in the Cost Table. Information regarding the cases being offered is also provided. - Appendix 34

36.0 Plastic Carrying Cases for Precinct Machines

- ☐ We confirm that we have chosen to provide a plastic carrying case for each precinct machine in accordance with Section 15.5.12.2. The unit price of each plastic carrying case is detailed in the Cost Table. Information regarding the plastic carrying cases for the precinct machines is also provided. Appendix 35
- ☐ We confirm that we opted not to provide a plastic carrying case for each precinct machine in accordance with Section 15.5.12.2.

37.0 Electrical Power Source

- ☐ We confirm that all electronic components of the Scanning System operate with a single-phase power supply with an electrical voltage of 120 VAC and a frequency of 60 Hz in accordance with Section 15.6.1.

38.0 Electrical Load

- ☐ We confirm that we provide the electrical load in amperes for each of the components of the central infrastructure, transfer stations, stations for the alternate transmission of results, precinct machines, and central machines in accordance with Section 15.6.2. The corresponding information is detailed in a table. - Appendix 36

39.0 Alternate Electrical Power Supply Integrated into the Precinct Machines

- ☐ We confirm that each precinct machine has an integrated alternate power supply capable of keeping the precinct machine operational for a period of _____ hours, in accordance with Section 15.6.3. Information regarding the integrated alternate power supply for the precinct machines is also provided. - Appendix 28

40.0 Alternate Electrical Power Supply Indicator on Precinct Machines

- ☐ We confirm that the precinct machines have an indicator that identifies whether the electrical power supply comes from the integrated alternate power supply, in accordance with Section 15.6.5. Information related to the integrated alternate power supply indicator is also provided. - Appendix 28

41.0 Uninterruptible Power Supply for Central Machines

- ☐ We confirm that each central machine will have an uninterruptible power supply as required in Section 15.6.8. Furthermore, information related to the uninterruptible power supply for the central machines is provided. - Appendix 37

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- 42.0 Operating Temperature of the Central Infrastructure
☐ We confirm that the range of the operational environmental temperature in degrees Fahrenheit (°F) for each of the core infrastructure components is detailed in a table in compliance with the specifications in Section 15.6.9. - Appendix 38
- 43.0 Operating Temperature of the Scanning Machines and Stations
☐ We confirm that the transfer stations, alternate results transmission stations, precinct machines, and central machines operate within the temperature range specified in Section 15.6.10. Furthermore, a table provides information on the ambient temperature range in which each piece of equipment operates. - Appendix 38
- 44.0 Relative Humidity
☐ We confirm that the electronic components of the Scanning System operate within the relative humidity range specified in Section 15.6.11. Furthermore, a table is provided detailing the relative humidity range in which each piece of equipment operates. - Appendix 38
- 45.0 Weight of the Precinct Machine Tabulator or Scanner
☐ We confirm that the weight of the precinct machine's tabulator or scanner is _____ pounds in accordance with Section 15.6.12. Additionally, information regarding the weight of the tabulator or scanner is provided. Appendix 28
- 46.0 Removable Storage Media
☐ We confirm that the precinct computers use removable storage media in accordance with Section 15.6.13.
☐ We confirm that precinct machines use a second removable storage media in accordance with Section 15.6.14.
- 47.0 Validation of Removable Storage Media
☐ We confirm that the precinct computers have security features that allow the integrity of the contents of the removable storage media to be validated in accordance with Section 15.6.15.
- 48.0 Touchscreen
☐ We confirm that the scanning machines have a touchscreen in accordance with sections 15.6.16 and 15.6.17. Information concerning the touchscreens is also provided. - Appendix 28
- 49.0 Opening of the Election
☐ We confirm that the scanning machines have the capability to open the election by using a password or a combination of password and an authentication device in accordance with Section 15.6.18.

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50.0 Printer

- ☐ We confirm that the scanning machines have printing capabilities, and in the case of the precinct machines, the printer is integrated with the machine in accordance with sections 15.16.19 and 15.16.21. The price of the printers is included as part of the unit price of the precinct machines and central machines in the Cost Table. Information concerning the printer for the precinct machines is also provided. – Appendix 28. Information concerning the printer for the central machine is also provided. - Appendix 29
- ☐ We confirm that precinct machines do not have an integrated thermal printer in accordance with Section 15.16.20.
- ☐ We confirm that the precinct machines have an integrated thermal printer in accordance with Section 15.16.20.

51.0 Printing of Reports

- ☐ We confirm that the scanning machines have the functionality to print the zero report after the election has been opened on the scanning machine in accordance with Section 15.6.22.
- ☐ We confirm that the scanning machines have the functionality to reprint reports and provide the ability to pre-indicate the number of reprints required in accordance with Section 15.6.23.

52.0 Ballot Size

- ☐ We confirm that the scanning machines have the minimum capacity to process ballots up to seventeen inches (17”) long in accordance with Section 15.6.24.

53.0 Dual Reading

- ☐ We confirm that the scanning machines have the capability to make simultaneous optical readings on both sides of the ballot in accordance with Section 15.6.25.

54.0 Reading Orientation

- ☐ We confirm that the scanning machines have the ability to make optical readings regardless of the four possible orientations for inserting the ballot, in accordance with Section 15.6.26.

55.0 Precinct Machine Scanning Speed

- ☐ We confirm that the scanning machines have the capacity to process single 8½” X 14” ballots in a time no longer than _____ seconds in accordance with Section 15.6.27.

56.0 Ballot Image Capture

- ☐ We confirm that the scanning machines do not have the capability to capture an image of both sides of each ballot that is processed in accordance with Section 15.6.28.
- ☐ We confirm that the scanning machines have the capability to capture an image of both sides of each ballot that is processed in accordance with Section 15.6.28, and
- ☐ We confirm that ballot image capture can be enabled or disabled in the election configuration in accordance with Section 15.6.29.

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- ☐ We confirm that, in the case of central machines, the functionality to enable and disable ballot image capture can be used during operation in accordance with Section 15.6.29.

57.0 Segregation of Ballots in Precinct Machines

- ☐ We confirm that precinct machines do not have the capability to mechanically segregate ballots within a ballot box physical container in accordance with Section 15.6.30.
- ☐ We confirm that the precinct machines have the ability to mechanically segregate ballots within a ballot box physical container in accordance with Section 15.6.30 and,
- ☐ We confirm that the physical segregation of ballots in the ballot box physical container employs measures to prevent them from being mixed up in accordance with Section 15.6.30.

58.0 Segregation of Ballots in the Central Machines

- ☐ We confirm that the central machines do not have the capability to mechanically segregate or identify ballots counted in accordance with Section 15.6.31.
- ☐ We confirm that the central machines have the capability to mechanically segregate scanned ballots in accordance with Section 15.6.31.
- ☐ We confirm that the central machines have the capability to identify scanned ballots in accordance with Section 15.6.31.

59.0 Close of Elections

- ☐ We confirm that the scanning machines have the capability to close the election in accordance with Section 15.6.32.

60.0 Transmission of Results from Precinct Machines

- ☐ We confirm that the precinct machines have the ability to transmit results files to the EMS via cellular connection in accordance with Section 15.6.33.

61.0 Physical Security of Compartments

- ☐ We confirm that the precinct machines contain physical security mechanisms for their compartments in accordance with Section 15.6.34.

62.0 Development Time for Adaptations and Modifications

- ☐ We confirm that the time for the development of adaptations and modifications will be _____ working days in accordance with Section 15.7.

63.0 Development of Adaptations in the Application and Firmware

- ☐ We confirm that we will develop and adapt the base system to usage conditions in Puerto Rico based on the requirements of Section 15.8.

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- 64.0 Project Management
☐ We confirm that we will provide a dedicated project management resource in accordance with Section 15.9.1.1. In addition, we provide the *curriculum vitae* of the resource identified as the project manager - Appendix 40
- 65.0 Election Management
☐ We confirm that we will provide a dedicated management resource for each election in accordance with Section 15.9.1.2.
- 66.0 Acceptance Testing
☐ We confirm that we will comply with all requirements related to Acceptance Testing in accordance with Section 15.9.2, for which we will have _____ resources necessary to support the development and execution of said tests.
- 67.0 General Infrastructure
☐ We confirm the delivery of an infrastructure design scheme in accordance with Section 15.9.4.1. - Appendix 41
- 68.0 Telecommunications Infrastructure
☐ We confirm that details of the telecommunications infrastructure are provided in accordance with Section 15.9.4.2 - Appendix 42
- 69.0 Configuration of Communication Services
☐ We confirm that we will provide a dedicated communications resource for each election in accordance with Section 15.9.4.5.
- 70.0 Configuration Specialist
☐ We confirm that we will provide a dedicated resource for election setup in the *EMS* in accordance with Section 15.9.5.2.
- 71.0 Accreditation of Ballot Printing Lines
☐ We confirm that it is not necessary to accredit ballot printing lines in accordance with Section 15.9.6.1.
☐ We confirm that it is necessary to accredit ballot printing lines in accordance with Section 15.9.6.1. Furthermore, we provide the accreditation protocol for the printing lines. - Appendix 43
- 72.0 Preventive Evaluation of Scanning Machines
☐ We confirm the submission of the existing protocol for preventive maintenance of the scanning machines in accordance with Section 15.9.10.1. - Appendix 44

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73.0 Additional Warranty Offer

- ☐ We confirm that no additional warranty offer is provided beyond the requirements set forth in the applicable subsections of Section 15.9.10.8.
- ☐ We confirm that we provide additional warranty offers beyond those set forth in the requirements of the applicable subsections of Section 15.9.10.8. - Appendix 45

74.0 Fees for Scanning System Improvements

- ☐ We confirm that we detail the service fees in the Cost Table in accordance with Section 15.9.12.3.

75.0 Bidimensional Quick Response Code

- ☐ We confirmed that the proposed system does not comply with the QR code generation for the results report as per Section 15.12.8.1.
- ☐ We confirmed that the proposed system complies with the QR code generation for the results report as for the following use options:
- ☐ Alternate transmission of results by reading and uploading data using a scanner from at the alternate results transmission station.
- ☐ Direct reading of results for the confirmation and validation of the result report content.
- In addition, details of the CR code content and the implementation strategy for the proposed options are provided – Appendix 39.

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8C	Copy of the First Page of the Income Tax Return
8D	Certification of Reasons for which you are not Obligated by Law to File Tax Returns
8E	Manual Correction of Tax Return Filing Certificate
8F	Electronic Certificate from the Employment Security Bureau
8G	Electronic Certificate from the Social Security Program for Drivers and Other Employees
8H	Certificate of Existence or Certificate of Authorization to do business as a Foreign Corporation
8I	Certificate of Good Standing

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8N	Sworn Statement of the Anticorruption Code
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9	Sales and Use Tax Return Filing Certificate
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ILLUSTRATION 1 SUMMARY OF APPENDICES

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