

Import Requisitions

Import requisitions from external system into Oracle Fusion Purchasing

Details

- Object owner: Procurement:Self Service Procurement:Requisition
- UCM account: prc/requisition/import

File-Based Data Import (FBDI) for Procurement

<https://docs.oracle.com/en/cloud/saas/procurement/24d/oefbp/importrequisitions-3031.html#Details>

Import Requisitions

As a buyer, you can import requisitions into Oracle Fusion Cloud Procurement from other Oracle applications or other external applications.

Before You Start

Only a buyer can run the import process. Before you run the import process, you must have loaded the requisition data into the appropriate interface tables.

Note:

You can load requisition data to interface tables using predefined templates and the **Load Interface File for Import** scheduled process. These are both part of the External Data Integration Services for Oracle Cloud feature.

For more information refer to the Oracle Fusion Cloud Procurement: File-Based Data Import (FBDI)for Procurement guide on the Oracle Help Center.

Sample Data

[illegible]

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	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG
1																											
2																											
3																											
4	Approver	Entered By*	Pr Requisition Number	Description	Em	Tax	Tax	Doc	Doc	Jus	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT	AT
5		ahmedelshayeb2002@gmail.com		Test PR FBDI																							
6	ahmedelshayeb2002@gmail.com	ahmedelshayeb2002@gmail.com		Test PR FBDI																							
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Instructions and CSV Generation

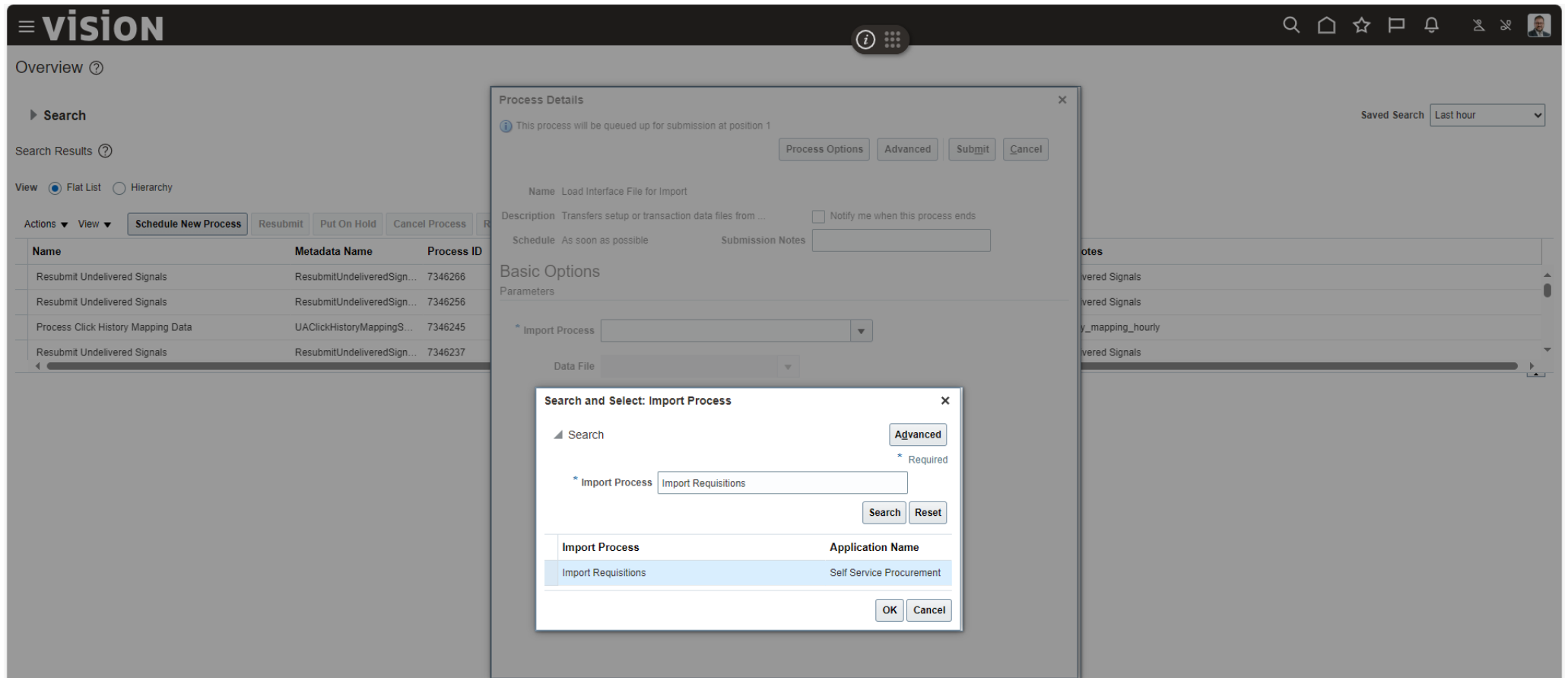
POR_REQ_HEADERS_INTERFACE_ALL

POR_REQ_LINES_INTERFAC ...

◀ ▶ ... POR_REQ_HEADERS_INTERFACE_ALL **POR_REQ_LINES_INTERFACE ALL** POR_REQ_DISTS_INTERFAC ... (+) : ◀ ▶

Item	Revision	U	Line Type	Quantity	Currency	Price	Cor	Co	Co	Sec	Sec	Am	UN	Ha	Procurement BU	Agreement	Agre
5	SH-001		Goods	20	USD	10									SH BU		
6	SH-001		Goods	21	USD	10									SH BU		
7	SH-001		Goods	22	USD	10									SH BU		
8	SH-001		Goods	23	USD	10									SH BU		
9	SH-001		Goods	24	USD	10									SH BU		
10	SH-001		Goods	25	USD	10									SH BU		
11	SH-001		Goods	26	USD	10									SH BU		
12	SH-001		Goods	27	USD	10									SH BU		
13	SH-001		Goods	28	USD	10									SH BU		
14	SH-001		Goods	29	USD	10									SH BU		
15	SH-001		Goods	30	USD	10									SH BU		
16	SH-001		Goods	31	USD	10									SH BU		
17	SH-001		Goods	32	USD	10									SH BU		
18	SH-001		Goods	33	USD	10									SH BU		
19	SH-001		Goods	34	USD	10									SH BU		
20	SH-001		Goods	35	USD	10									SH BU		
21	SH-001		Goods	36	USD	10									SH BU		
22	SH-001		Goods	37	USD	10									SH BU		

[illegible]



Import Process

To run the process to import requisitions, follow these steps:

1. In the **Purchase Agreements** or **Purchase Orders** work area, on the **Tasks** tab, open the **Import Requisitions** task.
2. On the Import Requisitions page, click **Submit New Process**.
3. On the Import Requisitions dialog, select one or more import parameters before running the process. The following table lists the available

Administration

Process Name	Process ID	Status	Scheduled Time	View Output	Parameters	View Log
No data to display.						

This process will be queued up for submission at position 1

Process Options

Advanced

Submit

Cancel

Name

Import Requisitions

Description

Imports requisitions from external systems into...

☐ Notify me when this process ends

Schedule

As soon as possible

Submission Notes

Basic Options

Parameters

Import Source

ELSHAYEB

Example format: #,##0

Import Batch ID

1

Maximum Batch Size

* Requisitioning BU

SH BU

* Group By

Item

Next Requisition Number

* Initiate Approval After Requisition Import

No

* Error Processing Level

All

Clipboard Font Alignment Number Styles Cells Editing

D5 1

	A	B	C	D	E	F	G
2	Requisition Import Headers						
3	* Required						
4	Interface Header Key*	Import Source	Requisitioning BU*	Batch ID	Inte	Status Code	Approver
5	100	ELSHAYEB	SH BU	1		APPROVED	ahmedelshayeb200;ahmedelshayeb200
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parameters and their descriptions:

Parameter	Description
Import Source (optional)	Use to match against the records in the interface tables to retrieve the right set of records for processing.
Import Batch ID (optional)	Use to match against the records in the interface tables to retrieve the right set of records for processing.
Maximum Batch Size (optional)	Use to limit the number of requisition lines that are batch processed. If the parameter isn't specified, the default value of 2500 is used as the maximum batch size.

Parameter	Description
Requisitioning BU (required)	Use to ensure only the records with the specified requisitioning business unit (BU) are processed.
Group By (required)	<p>Use to specify grouping of requisition lines. Choices include: Item, Buyer, Category, Location, Supplier, and None. None means to group all requisition lines together.</p> <p>This field is dependent on the Requisitioning BU field. When you select a requisitioning BU, the value from the business unit's Group Requisition Import By field is displayed as a default here.</p>
Next Requisition Number (optional)	Use to specify the next requisition number when none is specified in the requisition header interface table.
Initiate Approval after Requisition Import (required)	Set the value to Yes if you want imported draft requisitions submitted for approval immediately after the process completes.
Error Processing (required)	<p>Select from the possible values All or Partial.</p> <p>All: The default value for this parameter. A requisition is created only if all the lines from the interface header pass validation.</p> <p>Partial: A requisition is created with only the lines that pass validation, even though some lines fail validation.</p>

4. Click Submit.

The screenshot displays the 'Import Requisitions' interface in the Vision system. The main table lists the process details, and a modal window provides a detailed view of the output for a specific requisition.

Process Name	Process ID	Status	Scheduled Time	View Output	Parameters
Import Requisitions	7346300	Succeeded	30/10/2024 03:26 ...		ITEM, 300000287501774, ALL, N, 1, ELSHAYEB

Type	File
Attached By	Ahmed Elshayeb
Attached Date	30/10/2024 03:27 PM

How Imported Requisitions are Processed

During the import process, the requisition levels are validated in succession: header, line, and distribution. Any records that fail validation are reported and not included in further processing.

The requisition lines are then grouped into individual requisitions and given unique numbers. Due to the grouping of lines, one record in a requisition header interface table may correspond to multiple created requisitions.

Requisitions that are valid, grouped, and numbered are then inserted into the main requisition tables.

Then either the Generate Orders program or the Requisition Approval process is initiated, depending on the:

- Status of the requisition
- Value of the input parameter **Initiate Approval after Requisition Import**
- Value of the requisitioning business function configuration option **Create Order Immediately After Requisition Import**

In the event of an interruption such as a server stoppage, the job restarts automatically from the point of failure without having to reprocess the entire set of records.

Done