

Supplier Creation Through FBDI

<https://docs.oracle.com/en/cloud/saas/procurement/25b/oefbp/importsuppliersites-3015.html>

1. First we have to download the FBDI Template from Oracle for the Supplier and unblock the excel sheet

The screenshot shows the Oracle documentation page for 'Import Suppliers' and a Windows File Explorer window. The documentation page lists 'Import Suppliers' as the selected option in the left sidebar. The 'File Links' section contains a table with the following data:

File	Link
XLSM template	SupplierImportTemplate.xlsm
Control files	<ul style="list-style-type: none">Supplier Import Control File

The 'Job and Table Links' section contains a table with the following data:

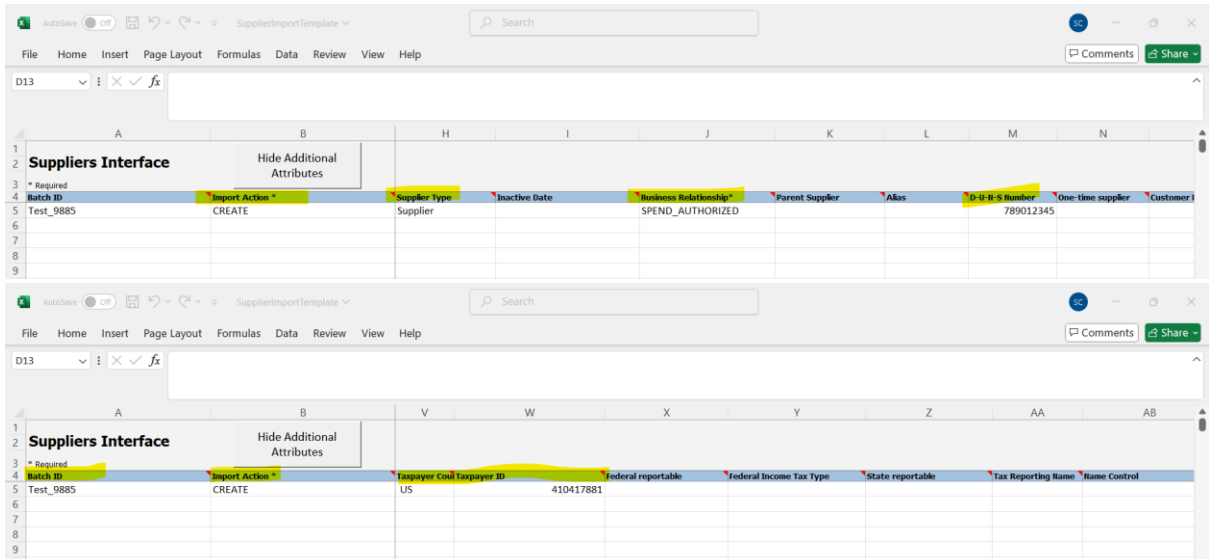
Name	Link
Scheduled process	Import Suppliers
Tables	<ul style="list-style-type: none">POZ_SUPPLIERS_INT

The File Explorer window shows the file 'SupplierImportTemplate' in the 'Downloads' folder. The 'SupplierImportTemplate Properties' dialog box is open, showing the 'General' tab. The file is a 'Microsoft Excel Macro-Enabled Worksheet (.xlsm)' located at 'C:\Users\meeth\Desktop\FBDI_BPA\Suppliers FBDI\SupplierImportTemplate.xlsm'. The 'Security' section shows a warning: 'This file came from another computer and might be blocked to help protect this computer.' The 'Unblock' checkbox is checked.

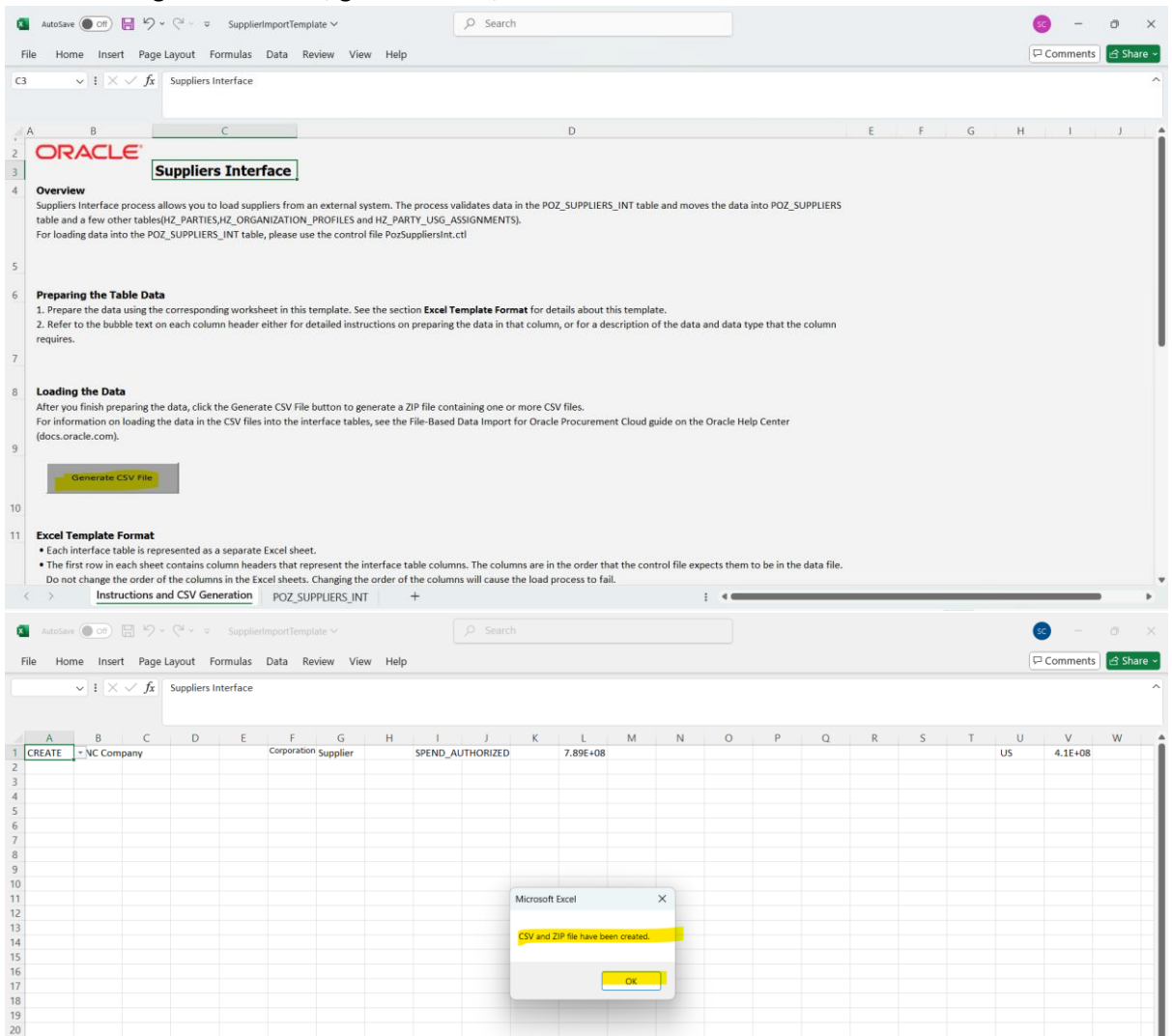
2. Enter the Required details in the template

The screenshot shows the 'SupplierImportTemplate.xlsm' Excel spreadsheet. The 'Suppliers Interface' table is visible with the following data:

Batch ID	Import Action	Supplier Name	Supplier Name New	Supplier Number	Alternate Name	Tax Organization
Test_9886	CREATE	MNC Company				Corporation



- After entering all the details, go to first tab, Click on Generate csv file.



Save the csv and zip files in the required folders and you will get the notifications shown above.

- Goto tools> Schedule process> Run the ESS Job
Load interface file for import

The top screenshot shows the 'Schedule New Process' dialog box. The 'Name' field is set to 'Load Interface File for Import'. The 'Description' is 'Transfers setup or transaction data files from a user-specified location to the interface tables.' The 'Type' is set to 'Job'. The 'OK' button is highlighted.

The bottom screenshot shows the 'Process Details' dialog box. The 'Name' is 'Load Interface File for Import'. The 'Description' is 'Transfers setup or transaction data files from ...'. The 'Schedule' is set to 'As soon as possible'. The 'Basic Options' section shows 'Import Process' set to 'Import Suppliers' and 'Data File' set to 'ProcSuppWkst.zip'. The 'Submit' button is highlighted.

Select the required parameters and submit it.

Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Load File to Interface	2966703	Succeeded	2025/03/03 14:26 JST	2025/03/03 14:26 JST	Anakala_Sumalatha
Transfer File	2966702	Succeeded	2025/03/03 14:26 JST	2025/03/03 14:26 JST	Anakala_Sumalatha
Load Interface File for Import	2966701	Succeeded	2025/03/03 14:26 JST	2025/03/03 14:26 JST	Anakala_Sumalatha
Resubmit Undelivered Signals	2966697	Wait	2025/03/03 14:34 JST	2025/03/03 14:25 JST	FUSION_APPS_CRM...

This program got succeeded.

- Run the ESS job: Import suppliers

Oracle Fusion Middleware Overview page showing a search for 'Import Suppliers' and a 'Schedule New Process' dialog box.

Schedule New Process Dialog:

- Type: ☒ Job ☐ Job Set
- Name: **Import Suppliers**
- Description: Creates and updates suppliers from data in the Suppliers open interface table.

Process Details Table:

Scheduled Time	Submission Time	Submitted By
2025/02/28 20:26 JST	2025/02/28 20:26 JST	Anakala_Sumalatha
2025/02/28 20:26 JST	2025/02/28 20:26 JST	Anakala_Sumalatha
2025/02/28 20:26 JST	2025/02/28 20:26 JST	Anakala_Sumalatha
2025/02/28 20:34 JST	2025/02/28 20:25 JST	FUSION_APPS_CRM...

Oracle Fusion Middleware Overview page showing the 'Process Details' dialog box for 'Import Suppliers'.

Process Details Dialog:

- Name: **Import Suppliers**
- Description: Creates and updates suppliers from data in the ...
- Schedule: As soon as possible
- Basic Options: Import Options: **New**, Report Exceptions Only: **No**, Batch ID: **Test_9886**

Process Details Table:

Time	Submission Time	Submitted By
14:41 JST	2025/03/03 14:41 JST	Anakala_Sumalatha
14:41 JST	2025/03/03 14:41 JST	Anakala_Sumalatha
14:41 JST	2025/03/03 14:41 JST	Anakala_Sumalatha
14:38 JST	2025/03/03 14:38 JST	Anakala_Sumalatha

Oracle Fusion Middleware Overview page showing a search for 'Import Suppliers' and a table of process results.

Process Results Table:

Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Update Supplier Keyword Search Index and Source to Settle Counts	2966877	Succeeded	2025/03/03 14:54 JST	2025/03/03 14:54 JST	Anakala_Sumalatha
Import Suppliers	2966876	Succeeded	2025/03/03 14:53 JST	2025/03/03 14:53 JST	Anakala_Sumalatha
Load File to Interface	2966851	Succeeded	2025/03/03 14:52 JST	2025/03/03 14:52 JST	Anakala_Sumalatha
Transfer File	2966849	Succeeded	2025/03/03 14:52 JST	2025/03/03 14:52 JST	Anakala_Sumalatha

Oracle Fusion Middleware Report: Suppliers Import Report. The report shows the successful import of 1 supplier.

Suppliers Import Report Details:

- Report Options: Import Options: **New**, Report Exceptions Only: **No**, Batch ID: **Test_9887**
- Import Details: Suppliers Imported: **1**, Supplier Number: **10159**

Suppliers Imported Table:

Import Action	Supplier	Supplier Number
CREATE	FOR Company	10159
Total Suppliers Imported	1	

End of Report

The import program succeeded, so supplier successfully imported.

6. Go and verify the supplier in Manage suppliers from Procurement> suppliers

Oracle
Overview Manage Suppliers x Supplier: PQR Company x

Edit Supplier: PQR Company

Save Save and Close Cancel

Profile Addresses Sites Contacts Qualifications

General

* Supplier PQR Company

Supplier Number 10159

Alternate Name

Tax Organization Type Corporation

Supplier Type Supplier

Inactive Date yyyy/mm/dd

Status Active

Business Relationship Spend Authorized

Parent Supplier

Parent Supplier Number

Creation Date 2025/03/03

Creation Source Import

Registration Request

Attachments None

Profile Details

Organization Business Classifications Products and Services Transaction Tax Income Tax Payments

Identification

Alias

Customer Number

D-U-N-S Number 789012345

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Conclusion: we have successfully created Supplier through FBDI process.