

### Contract Management: -

Here we are creating the contract with the supplier.

#### Role:

1. Procurement Contract Administrator → creating contracts
2. Supplier Contract Administrator → You can only create a fulfilment line if you have the assigned.
3. Enterprise Contract Administrator → Performs the duties of both customer contract administrator and supplier contract administrator.

Supplier ←→ Organization(Buyer) → Procurement contracts (Buy the goods)  
 Organization(supplier) <---> Customer (Buyer) → sales order contracts (Selling the goods)

80 → 80 → 100

Supplier → org(Buyer) → Sell the Goods to the Customer

**Contracts:** we will create the contract with the supplier or with the customer.

**Terms Library:** the terms and conditions required for creating the contract

The screenshot shows the Oracle Contracts search interface. At the top, there are search filters for Number, Modifier, Name, Contract Type, Party Name, Contract Owner, Assignee, Status, User Status, Start Date, End Date, Amount, and Currency. Below the filters is a "Search Results" table with columns: Number, Name, Primary Party Name, Contract Type, Status, Amount, Start Date, End Date, and Reference Number. The table lists several contracts, including one for 'Lee Supplies' and another for 'RuiK Inc'.

Number	Name	Primary Party Name	Contract Type	Status	Amount	Start Date	End Date	Reference Number
17758_20202508	17758_20202508	Lee Supplies	Buy : Agreement Lines	Active	0.00 USD	8/24/20		
17757_58121	SupUS BB99 BPA	Lee Supplies	Buy : Agreement Lines	Draft	0.00 USD	6/26/20		
17757_58122	SupUS BB99 BPA	RuiK Inc	Buy : Agreement Lines	Draft	0.00 USD	6/26/20		
17758_58112	SupUS CV523 PO	Lee Supplies	Buy : Lines	Draft	7,400.00 USD	6/25/20		
17758_58113	SupUS CV523 PO	RuiK Inc	Buy : Lines	Draft	0.00 USD	6/25/20		
17754_57114		RuiK Inc	Buy : Lines	Draft	1,900.00 USD	1/7/20		
17754_57113		Lee Supplies	Buy : Lines	Draft	5,550.00 USD	1/7/20		
17752_55111		RuiK Inc	Buy : Lines	Draft	1,900.00 USD	10/10/19		
17752_55110		Lee Supplies	Buy : Lines	Draft	5,550.00 USD	10/10/19		

We can able to see the existing contracts in the system.

We can see the contract happened between supplier and the organization.

#### Contract type:

Buy: Agreement Lines:

Buy: No lines → we are not going to specify any lines in the contracts.

Buy: Lines → We will specify the lines in the contract, which specify item requirement

Buy: agreement lines → by this contract we are going to create purchase agreement

According to the contract the purchase order, purchase agreement we can create automatically.

The screenshot shows the Oracle Contracts main interface. On the left, there is a navigation menu with options like Contracts, Create Contract, Search Contracts by Text, Manage Contracts, Manage Contract Templates, Assign Contract Owner, Manage Deliverables, Reprocess Installed Base Updates, Event Models, Manage Availability, Standard Coverage, Default Coverage, Contract Default Values, Manage Contract Rules, Manage Contract Validations, Manage Contract Request Types, Manage Algorithms, Manage Service Mappings, Manage Matrix Classes, Manage Assets, and Generate Data Model XML. The main area displays a search bar with fields for Find Number and List, and a "View" section showing "Number" and "No data to display".

No data to display

**Create Contract**

- \* Business Unit: Supremo US Business Unit
- \* Legal Entity: Supremo US Legal Entity
- \* Type: Buy : Lines
- \* Primary Party: Staples
- \* Start Date: 12/24/24
- \* End Date: mid/yy
- \* Currency: USD - US Dollar
- Item Master: Operations
- Authoring Party: Internal

Save and Continue Cancel

Setup

- Assign Contract Owner
- Manage Deliverables
- Reprocess Installed Base Updates
- Event Models
- Manage Availability
- Standard Coverage
- Default Coverage
- Contract Default Values
- Manage Contract Rules
- Manage Contract Validations
- Manage Contract Request Types
- Manage Algorithms
- Manage Service Mappings
- Manage Matrix Classes
- Manage Assets
- Generate Data Model XML

Enter the required details as shown above

### 1. Overview:-

(1) WhatsApp Contract Details - Contracts -

**VISION**

Edit Contract: 24122024, Version 1: Overview

Last Saved: 12/24/24 12:32 PM

Actions Save Submit Cancel

Overview Lines Contract Terms Fulfillment Parties Deliverables Documents History Notes

Number: 24122024	Assignee:
Name: TATA Security service Contract	Type: Buy : Lines
Start Date: 12/24/24	Intent: Buy
End Date: 12/25/25	Item Master: Operations
Description:	Currency: USD - US Dollar
Version Description:	Risk: Low
Status: Draft	Amount: 0.00
User Status:	Share externally

**Terms**

Payment Terms: Net 30	Freight Terms: [empty]
Carrier: [empty]	FOB: [empty]

**Source Document Details**

Source Application: [empty]

Source Document Number: [empty]

Enter the name of the contract, Start date and end date.

## 2. Lines:-

The screenshot shows the 'Contract Details - Contracts' page. A modal window titled 'Create Line' is open, prompting for line details. The 'Number' field is set to 1, 'Type' is 'Item', and 'Name' is AS00100. The 'Description' field contains 'Alliance Business Software'. The 'Start Date' is 12/24/24 and the 'End Date' is 12/25/25. The status is 'Draft'. The main table lists one row with these values.

Date	End Date	Line Amount (USD)	Status
24	12/25/25		Draft

(OR) You can select free form

The screenshot shows the 'Contract Details - Contracts' page. A modal window titled 'Create Line' is open, prompting for line details. The 'Number' field is set to 1, 'Type' is 'Free-form', and 'Name' is Security Guards. The 'Description' field contains 'Security Guards'. The 'Start Date' is 12/24/24 and the 'End Date' is 12/25/25. The status is 'Draft'. The main table lists one row with these values.

Start Date	End Date	Line Amount (USD)	Status
12/25/25			Draft

The screenshot shows the 'Contract Details - Contracts' page. A modal window titled 'Line 1: Details' is open, displaying the details of the previously created line item. The line item has a Number of 1, Name of 'Security Guards', Description of 'Security Guards', Start Date of 12/24/24, End Date of 12/25/25, and a Unit Price of 20,000 USD. The Line Amount is 4,000,000.00 USD. The status is 'Draft' and the type is 'Free-form'. Supplier is 'Staples'.

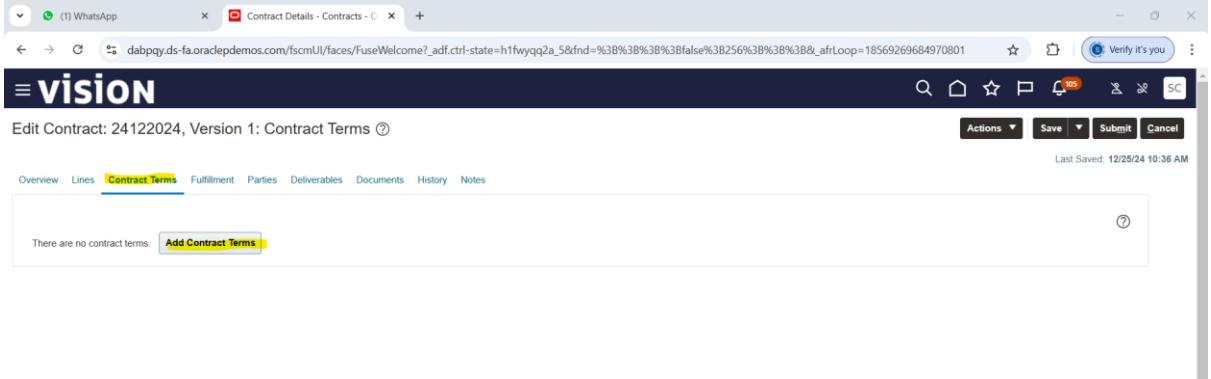
Start Date	End Date	Line Amount (USD)	Status
12/24/24	12/25/25	4,000,000.00	Draft

Here I entered 20,000 as unit price

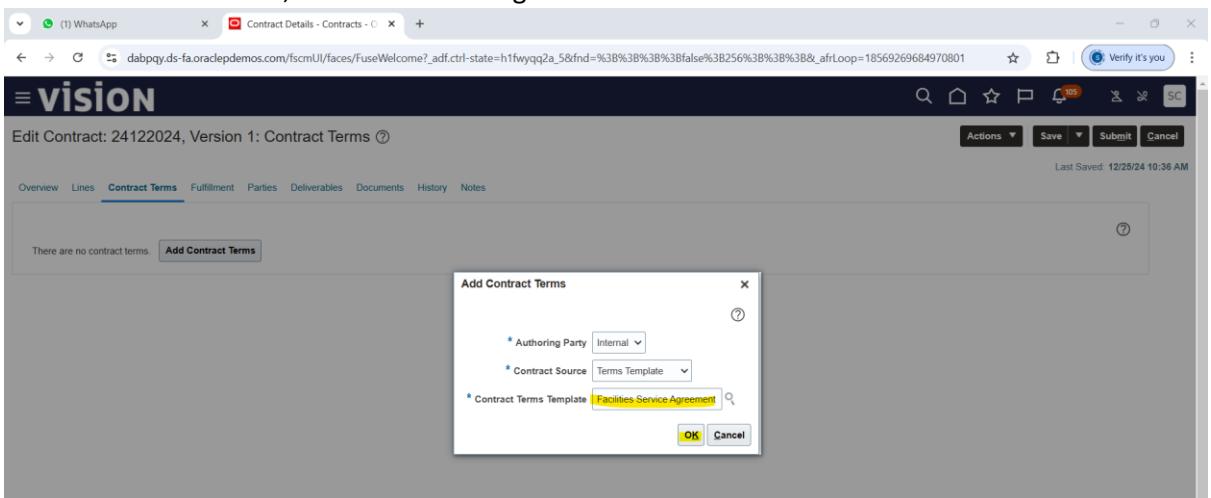
Line quantity is: 200

We can enter multiple lines to the contract

### 3. Contract Terms: -

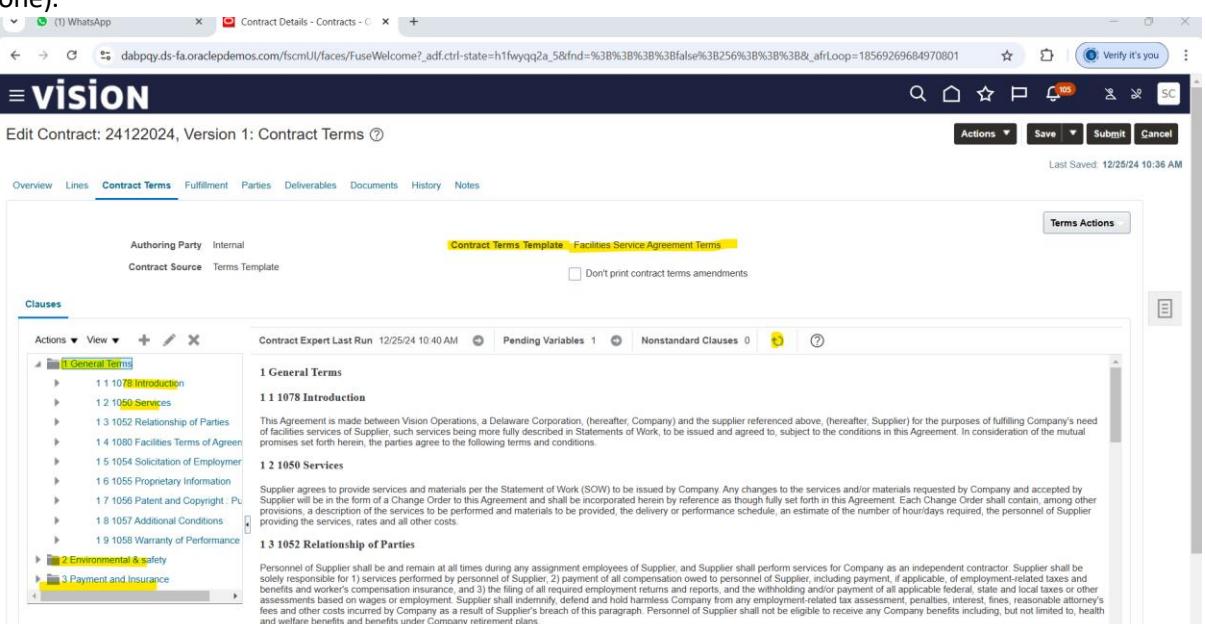


Click on Contract Terms, here we are adding the contract terms.



Click on ok

Here we have selected the Contract terms template from the existing one.(already created one).



Click on refresh button

Here we can able to see the contract terms between buyer and supplier has written all the section, under sections we have clauses. We will specify the terms and conditions in each clauses.

Contract Expert Last Run: 12/25/24 10:40 AM | Pending Variables 1 | Nonstandard Clauses 0

**Clauses**

- 1 General Terms
  - 1.1 1078 Introduction
  - 1.2 1050 Services
  - 1.3 1052 Relationship of Parties
  - 1.4 1080 Facilities Terms of Agreement
  - 1.5 1054 Solicitation of Employer
  - 1.6 1055 Proprietary Information
  - 1.7 1056 Patent and Copyright : P
  - 1.8 1057 Additional Conditions
  - 1.9 1058 Warranty of Performance
- 2 Environmental & safety
- 3 Payment and Insurance

Click on pending variable, we need to provide the value for the variable.

Name	Description	Value	Clauses
Insurance A.	Insurance Amount	200000	

Click on ok

4. Fullfillments:-

The screenshot shows the 'Edit Contract' screen for contract 123456, version 1. The 'Fulfillment' tab is selected. A modal window titled 'Create Fulfillment Line' is displayed, prompting for the fulfillment type (Contractual), fulfillment line number (1), direction (Inbound), and line number (1). The main table below shows one row with these values.

Line Number	Fulfillment Type	Direction	Line Type	Name	Description	Purchasing Category	Quantity	Amount	Due Date	Status	PO I
1	Contractual	Inbound	Free-form	Security Guards	Security Guards		200	400,000.00 USD	3/30/2025	Incomplete	

Here we are creating fulfillment line number 1, for line number 1.

The screenshot shows the 'Line 1, Fulfillment 1: Details' page. The purchasing category is set to 'Oracle Fusion Purchasing'. The buyer is listed as 'Casey Brown'. Other fields include quantity (80), unit price (2,000 USD), and amount (160,000.00 USD). The due date is 3/30/2025, and the status is incomplete.

Line Number	Fulfillment Type	Direction	Line Type	Name	Description	Purchasing Category	Quantity	Amount	Due Date	Status	PO I
1	Contractual	Inbound	Free-form	Security Guards	Security Guards	Oracle Fusion Purchasing	80	160,000.00 USD	3/30/2025	Incomplete	

I have entered 80 quantities out of 200, within due date 3/30/2025

Enter Buyer details, Bill-to, Ship-to, and Ship-to-organization.  
Amount calculated automatically 160,000.00USD.

## Create another fulfilment line

The screenshot shows the Oracle Fusion Procurement application interface. A modal dialog titled "Create Fulfillment Line" is open, prompting for details: Fulfillment Type (Contractual), Fulfillment Line Number (2), Direction (Inbound), and Line Number (1). The main pane displays a list of fulfillment lines, with the second line (Line Number 2) highlighted. The status of the list is "Incomplete".

## Fulfillment 2, for the line 1

The screenshot shows the Oracle Fusion Procurement application interface. The "Line 1, Fulfillment 2: Details" screen is displayed. The fulfillment line number is 2, quantity is 80, and the due date is 7/30/25. The purchasing section includes details like Procurement Application (Oracle Fusion Purchasing), Buyer (Casey Brown), and Supplier (Staples).

Another 80 quantity is required 30/7/2025 (total 160 out of 200)

A line may contain multiple fulfillments and multiple due dates.

Procurement contracts are used for government contracts

The screenshot shows the Oracle Fusion Procurement application interface. The "Edit Contract: 123456, Version 1: Fulfillment" screen is displayed. A modal dialog titled "Create Fulfillment Line" is open, showing fields like Fulfillment Type (Contractual), Fulfillment Line Number (3), Direction (Inbound), and Line Number (2). The main pane shows a list of fulfillment lines for contract 123456, version 1, with two entries visible: one for Line Number 1 and another for Line Number 2.

I added another fulfillment, remaining 40 quantity I am entering

**Line Number** 1

\* **Fulfillment Line Number**

**Line Type** Free-form

**Name** Security Guards

**Description** Security Guards

**Purchasing Category**  ... Fixed price

**UOM** Ea

**Unit Price** 2,000 USD

**Quantity** 40

**Amount** 80,000.00 USD

**Fulfillment Type** Contractual

**Direction** Inbound

**Status** Incomplete

**Due Date** 12/1/25

**Attachments** None

**Comments**

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**Purchasing**

\* **Procurement Application** Oracle Fusion Purchasing

**Procurement BU** Supremo US Business Unit

**Requisitioning BU** Supremo US Business Unit

**Buyer** Casey Brown

**Supplier** Staples

**Supplier Address**

**Supplier Site**

**Requester**

**Bill-to Location** Seattle

**Ship-to Organization** Seattle

**Ship-to Location** Seattle

**Destination Type** Expense

**Payment Terms** Net 30

**Carrier**

**Freight Terms** Vendor Pays Freight

Edit Contract: 123456, Version 1: Fulfillment

Last Saved: 12/28/24 11:00 AM

Actions ▾ Save ▾ Submit ▾ Cancel

Overview	Lines	Contract Terms	Fulfillment	Parties	Deliverables	Documents	History	Notes				
Actions ▾ View ▾ Format ▾ + Freeze Detach Wrap												
Line Number	Fulfillment Line Number	Fulfillment Type	Direction	Line Type	Name	Description	Purchasing Category	Quantity	Amount	Due Date	Status	PO #
1	2	Contractual	Inbound	Free-form	Security Guards	Security Guards	160,000.00 USD	80	160,000.00	7/30/25	Incomplete	
1	3	Contractual	Inbound	Free-form	Security Guards	Security Guards	80,000.00 USD	40	80,000.00	12/1/25	Incomplete	
1	1	Contractual	Inbound	Free-form	Security Guards	Security Guards	160,000.00 USD	80	160,000.00	3/30/25	Incomplete	

Rows Selected 1

Line 1, Fulfillment 3: Details

Overview Notifications Purchasing Activity

Our line quantity, fulfillment line quantity will be equal

The screenshot shows the Oracle Fusion ERP Cloud interface for managing contracts. The top navigation bar includes links for Overview, Lines, Contract Terms, Fulfillment (which is selected), Parties, Deliverables, Documents, History, and Notes. The URL in the address bar is `dabpqy.ds.fa.oraclecorp.com/fscmUI/faces/FuseWelcome?_adf.ctrl-state=14gk695wr.5`. The main content area displays the 'Edit Contract' screen for contract number 123456, version 1, specifically the 'Fulfillment' tab. A message at the top states 'Our line quantity, fulfillment line quantity will be equal'. Below this, there's a search bar and several action buttons: Actions, Save, Submit, and Cancel. The status bar indicates 'Last Saved: 12/25/24 11:08 AM'. The 'Fulfillment' tab is active, showing a grid of fulfillment lines. The columns include Line Number, Fulfillment Type, Direction, Line Type, Name, Description, Purchasing Category, Quantity, Amount, Due Date, Status, and PO I. The first three rows in the grid show entries for 'Contractual' type, 'Inbound' direction, and 'Free-form' line type, all associated with 'Security Guards' and a quantity of 80. The status for all three rows is 'Incomplete'. A 'Rows Selected 1' message is visible below the grid. At the bottom, there's a section for 'Line 1, Fulfillment 3: Details' with tabs for Overview, Notifications (which is selected), and Purchasing Activity. The Notifications tab shows two entries: 'PO created' and 'Fulfillment complete', each mapped to a 'Buyer' recipient role and the 'SCM\_IMPL' recipient.

Line Number	Fulfillment Type	Direction	Line Type	Name	Description	Purchasing Category	Quantity	Amount	Due Date	Status	PO I
1	Contractual	Inbound	Free-form	Security Guards	Security Guards	Security Guards	80	160,000.00 USD	7/30/25	Incomplete	
1	Contractual	Inbound	Free-form	Security Guards	Security Guards	Security Guards	40	80,000.00 USD	12/1/25	Incomplete	
1	Contractual	Inbound	Free-form	Security Guards	Security Guards	Security Guards	80	160,000.00 USD	3/30/25	Incomplete	

Rows Selected 1

Line 1, Fulfillment 3: Details

Notification Type	Duration	Period	Recipient Role	Recipient
PO created			Buyer	SCM_IMPL
Fulfillment complete			Buyer	SCM_IMPL

Under fullfills, notification tab, click on +

We added notification type (like PO created, fulfillment complete), notification will send to the buyer.

System will create the PO based on the due date.

Save and click on parties.

## 5. Parties:-

The screenshot shows the 'Edit Contract' page for contract 123456, Version 1. The 'Parties' tab is selected. The main table lists two parties: 'Customer' (Supremo US Business Unit) and 'Supplier' (Staples). Below this, under 'Supremo US Business Unit: Team', there is a table for 'Buyer' contacts, showing one entry for 'SCM\_IMPL'. At the bottom, there is a section for 'Locations' with fields for Supplier, Ship-to Organization, Ship-to Location, and Bill-to Location.

from the organization, customer side, Buyer is the point of contact

Similarly we have to add the point of contact for Supplier.

This screenshot shows the same 'Edit Contract' page, but the 'Supplier' row is highlighted in yellow. The 'Supplier' contact information is displayed, including the name 'Staples' and email 'ajhee\_dabpqy@oraclepdemos.com'. The 'Locations' section at the bottom is identical to the previous screenshot.

## 6. Deliverables:-

If any project related phase wise deliverables we can deliver

Which is optional

Party type: Internal (organization)/external (supplier)

Due date: One time deliverable/ repeating deliverable.

## 7. Documents:-

Which type of documents like contract, Supporting, uploaded revisions, shared documents etc

## 8. History:

It contains versions of the contract document who created this version, approval history will be updated.

Version	Created By	Creation Date	Status	Amount (USD)	Amendment Effective Date	Version Description
1	SCM_IMPL	12/25/24 11:04 AM	Draft	400,000.00		

## 9. Notes:

we can write some notes , make as private / public

Notes related to general or legal

The screenshot shows the Oracle Fusion Cloud Contracts interface. The main page displays the 'Edit Contract: 123456, Version 1: Notes' screen. At the top, there are tabs for Overview, Lines, Contract Terms, Fulfillment, Parties, Deliverables, Documents, History, and Notes. The Notes tab is currently selected. Below the tabs is a search bar and a filter panel for 'Creation Date', 'Author', 'Type', 'Visibility', and 'Note Text'. On the right, there are buttons for Actions, Save, Submit, and Cancel, along with a note about the last save time: 'Last Saved: 12/25/24 11:08 AM'. A modal window titled 'Create Note' is open in the center, showing fields for 'Type' (set to 'General') and 'Visibility' (set to 'Private'). The modal also contains a rich text editor and OK/Cancel buttons.

If it is private enable check box, it's enabled only to the author of the contract.

We can configure approvals for the contract.

Here from this contract we automatically create the purchase order.

The screenshot shows the 'Submit Contract: Review Approvers' step. The page title is 'Submit Contract: Review Approvers'. It includes a 'Note to Approver' field and a 'View' dropdown set to 'Tabular'. Below this, a table lists an approver: '1 Contract Approval Stage' with '1.1 Kyle Hutchins - Contract Approver'. The approver's name is highlighted in yellow. The page has 'Back', 'Next', 'Submit', and 'Cancel' buttons at the top right.

Contracts are the legal contracts(government)

Agreements are mutual agreements between supplier and buyer. (small based)/

The screenshot shows the 'Edit Contract: 123456, Version 1: Overview' screen. The main area displays basic contract details: Number (123456), Name (TATA Security services), Start Date (12/25/24), End Date (12/25/25), Description (empty), Version Description (empty), and Status (Pending approval). To the right, there are sections for Assignee (Buy : Lines, Intent Buy, Item Master Operations, Currency USD - US Dollar, Risk Low, Amount 400,000.00, Share externally), Payment Terms (Net 30), Carrier, Freight Terms (Vendor Pays Freight, FOB Origin), Source Application, Source Document Number, and Additional Information. The page has 'Actions', 'Save', 'Submit', and 'Cancel' buttons at the top right, and a note about the last save time: 'Last Saved: 12/25/24 11:11:47 AM'.

We know the paprover details, reset password and try to approve it

The image consists of three vertically stacked screenshots of the Oracle Fusion Cloud Application interface.

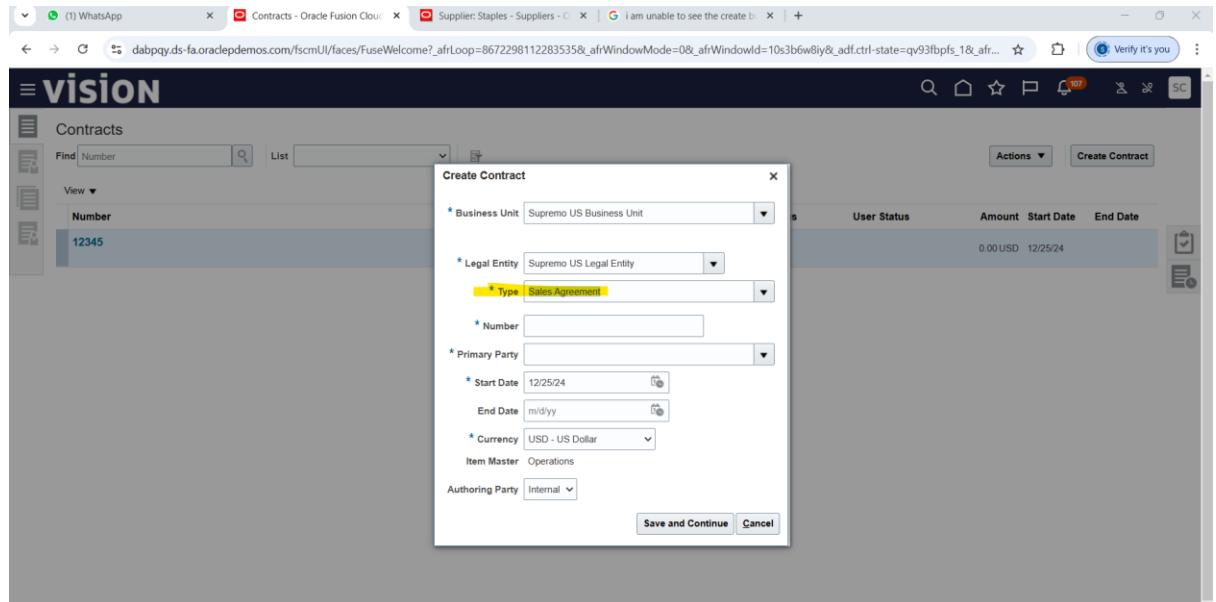
- Screenshot 1: User Accounts**  
A screenshot of the "User Accounts" page. A search bar at the top shows "User Name: kyle.hutchins". Below it is a table with columns: Display Name, User, Status, and Action. One row is visible for "Kyle Hutchins" with status "Active" and "Locked No".
- Screenshot 2: Home Dashboard**  
The home dashboard for "Good evening, Kyle Hutchins". It features a search bar, navigation links for "Redwood Sales", "Service", "Me", and "My Team", and a "Notifications" sidebar. The notifications list includes:
  - FYI: Oracle Fusion Applications-Automatically Generated Password (Now)
  - ACTION REQUIRED: Approval of Contract 24122024 for Staples from SCM\_IMPL (4,000,000.00 USD) (3 minutes ago)
  - ACTION REQUIRED: Approval of Contract 123456 for Staples from SCM\_IMPL (400,000.00 USD) (3 minutes ago)
  - FYI: Oracle Fusion Applications-Automatically Generated Password (17 hours ago)
- Screenshot 3: Edit Contract**  
A screenshot of the "Edit Contract" page for contract "123456, Version 1: Overview". The page has tabs for "Overview", "Lines", "Contract Terms", "Fulfillment", "Parties", "Deliverables", "Documents", "History", and "Notes". The "Overview" tab is selected. It shows details like Number: 123456, Name: TATA Security services, Start Date: 12/25/24, End Date: 12/25/25, and Status: Active. To the right, there are sections for Assignee, Type, Intent, Item Master, Currency, Risk, and Amount. At the bottom, there are "Actions" buttons for Save, Submit, and Cancel.

Now the status is active.

We have created contract between buyer and supplier.

### Sales contracts:-

If you want to create contract between buyer and customer, it is sales contract.  
We can utilize this contract in purchase order and also in sales order.

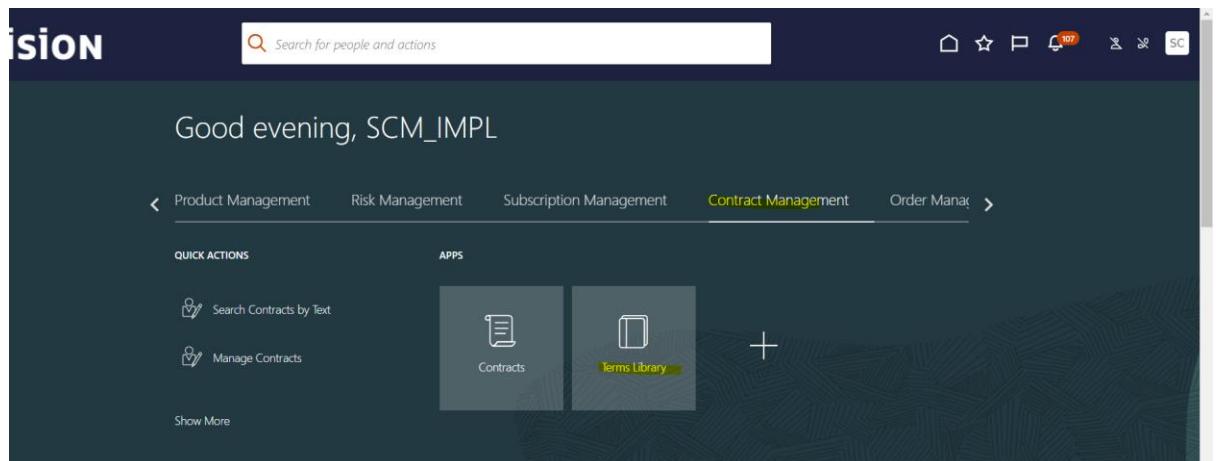


Contract type: Sales agreement

We can select this contract in sales agreement.

#### Contract Terms:-

Here we will see how the contract terms are created.



Sample terms

Each terms template , contains sections, in each section we have clauses.  
Like the terms and conditions has mentioned there.

In real time we have to provide training to the business user, about how to create contract and terms etc.

Requester, managers, buyer and legal department so many people involve in this contracts.  
For example payments section, finance department has to involve in it.  
It's a team work

Title	Number	Type	Business Unit	Description
Acceptatietest	NL21	Administration	Supremo US Bu...	
Algemene voorwaarde...	NL11	General terms	Supremo US Bu...	
Annexuur	NL22	Administration	Supremo US Bu...	

Here i am creating the terms template.

### Intent:

Buy:- use under purchase order

Sell:- Use under sales order

Layout template: contract terms template

**Create Terms Template**

* Business Unit: Supremo US Business Unit	* Name: TATA_Buy_terms	Status: Draft
* Intent: Buy	* Start Date: 12/26/24	End Date: midyy
Type: Structured		
<input type="checkbox"/> Global <input type="checkbox"/> Enable manual terms refresh <input type="checkbox"/> Allow background upload <input type="checkbox"/> Display content control in downloaded contract		
<b>General</b> Clauses Deliverables Translations		
Description Instructions Layout Template Language: American English Translated from Template		
<b>Contract Expert</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Enable</li> <li><input type="checkbox"/> Expert clauses mandatory</li> <li><input type="checkbox"/> Notify before section creation</li> </ul>		

**Edit Terms Template: TATA Terms Template**

* Name: TATA Terms Template	Status: Draft
Intent: Buy	Start Date: 12/26/24
Type: Structured	End Date: midyy
<input type="checkbox"/> Global <input type="checkbox"/> Enable manual terms refresh <input type="checkbox"/> Allow background upload <input type="checkbox"/> Display content control in downloaded contract	
<b>General</b> Clauses Deliverables Translations	
Description Instructions Layout Template: ContractTermsTemplate Language: American English Translated from Template	
<b>Contract Expert</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Enable</li> <li><input type="checkbox"/> Expert clauses mandatory</li> <li><input type="checkbox"/> Notify before section creation</li> </ul>	
<b>Document Types</b>	

**Save and add this contract is applicable to which documents**

Intent: Buy	Type: Structured	End Date: midyy
<input type="checkbox"/> Global <input type="checkbox"/> Enable manual terms refresh <input type="checkbox"/> Allow background upload <input type="checkbox"/> Display content control in downloaded contract		
<b>General</b> Clauses Deliverables Translations		
Description Instructions Layout Template Language: American English Translated from Template		
<b>Contract Expert</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Enable</li> <li><input type="checkbox"/> Expert clauses mandatory</li> <li><input type="checkbox"/> Notify before section creation</li> </ul>		
<b>Document Types</b>		
Specify the document types where the contract terms template can be used.		
Actions ▾ View ▾ Format ▾  Freeze  Wrap		
<b>Document Type</b>		
Buy.. No Lines   Default		
Buy.. Lines		

Click on +

Add the document types, it's meaning is , this document is useful for the contract type Buy: Lines and Buy: No Lines.

### Clauses:-

Clauses section is important, Click on add section

Under General Terms add the clauses

Business Unit: Supremo US Business Unit

Name: TATA Terms Template

Intent: Buy

Type: Structured

Status: Draft

Last Saved: 12/25/24 10:51 PM

Actions: Save, Submit, Cancel

Start Date: 12/26/24

End Date: mm/dd/yy

General Clauses Deliverables Translations

Add Clause: Create Clause, Add Section, Edit Section, View Section, Delete Section, Change Numbering Scheme, Cut

Business Unit: Supremo US Business Unit

Name: TATA Terms Template

Status: Draft

Last Saved: 12/25/24 10:51 PM

Actions: Save, Submit, Cancel

Start Date: 12/26/24

General Clauses Deliverables Translations

Add Clauses: Search, Services

Title	Display Title	Description	Type	Version	Details
Services	Services		General terms	1	

Columns Hidden: 3

Apply, OK, Cancel

Business Unit: Supremo US Business Unit

Name: TATA Terms Template

Status: Draft

Last Saved: 12/25/24 10:51 PM

Actions: Save, Submit, Cancel

Start Date: 12/26/24

General Clauses Deliverables Translations

Add Clauses: Search, relationship of

Title	Display Title	Description	Type	Version	Details
Relationship	Relationship of ...		General terms	1	

Columns Hidden: 3

Apply, OK, Cancel

Apply and click on ok

**Business Unit:** Supremo US Business Unit

**Name:** TATA Terms Template

**Intent:** Buy

**Type:** Structured

**Status:** Draft

**Last Saved:** 12/26/24 10:51 PM

**Actions:** Save, Submit, Cancel

**General Terms**

**1050 Services**

Supplier agrees to provide services and materials per the Statement of Work (SOW) to be issued by Company. Any changes to the services and/or materials requested by Company and accepted by Supplier will be in the form of a Change Order to this Agreement and shall be incorporated herein by reference as though fully set forth in this Agreement. Each Change Order shall contain, among other provisions, a description of the services to be performed and materials to be provided, the delivery or performance schedule, an estimate of the number of hour/days required, the personnel of Supplier providing the services, rates and all other costs.

**1052 Relationship of Parties**

Personnel of Supplier shall be and remain at all times during any assignment employees of Supplier, and Supplier shall perform services for Company as an independent contractor. Supplier shall be solely responsible for 1) services performed by personnel of Supplier, 2) payment of all compensation owed to personnel of Supplier, including payment, if applicable, of employment-related taxes and benefits and worker's compensation insurance, and 3) the filing of all required employment returns and reports, and the withholding and/or payment of all applicable federal, state and local taxes or other assessments based on wages or employment. Supplier shall indemnify, defend and hold harmless Company from any employment-related tax assessment, penalties, interest, fines, reasonable attorney's fees and other costs incurred by Company as a result of Supplier's breach of this paragraph. Personnel of Supplier shall not be eligible to receive any Company benefits including, but not limited to, health and welfare benefits and benefits under Company retirement plans.

Expand this and refresh button, you can able to see the Templaee.

Add another section

**Business Unit:** Supremo US Business Unit

**Name:** TATA Terms Template

**Intent:** Buy

**Type:** Structured

**Status:** Draft

**Last Saved:** 12/26/24 10:51 PM

**Actions:** Save, Submit, Cancel

**General Terms**

**1050 Services**

Supplier agrees to provide services and materials per the Statement of Work (SOW) to be issued by Company. Any changes to the services and/or materials requested by Company and accepted by Supplier will be in the form of a Change Order to this Agreement and shall be incorporated herein by reference as though fully set forth in this Agreement. Each Change Order shall contain, among other provisions, a description of the services to be performed and materials to be provided, the delivery or performance schedule, an estimate of the number of hour/days required, the personnel of Supplier providing the services, rates and all other costs.

**1052 Relationship of Parties**

Personnel of Supplier shall be and remain at all times during any assignment employees of Supplier, and Supplier shall perform services for Company as an independent contractor. Supplier shall be solely responsible for 1) services performed by personnel of Supplier, 2) payment of all compensation owed to personnel of Supplier, including payment, if applicable, of employment-related taxes and benefits and worker's compensation insurance, and 3) the filing of all required employment returns and reports, and the withholding and/or payment of all applicable federal, state and local taxes or other assessments based on wages or employment. Supplier shall indemnify, defend and hold harmless Company from any employment-related tax assessment, penalties, interest, fines, reasonable attorney's fees and other costs incurred by Company as a result of Supplier's breach of this paragraph. Personnel of Supplier shall not be eligible to receive any Company benefits including, but not limited to, health and welfare benefits and benefits under Company retirement plans.

**Business Unit:** Supremo US Business Unit

**Name:** TATA Terms Template

**Intent:** Buy

**Type:** Structured

**Status:** Draft

**Last Saved:** 12/26/24 10:51 PM

**Actions:** Save, Submit, Cancel

**General Terms**

**1050 Services**

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Payment and insurance section also added

→ ↗ dabpqy.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?\_adf.ctrl-state=d7vyx29pf\_5&\_afrLoop=18614423876215869

Last Saved 12/25/24 10:51 PM

**Business Unit** Supreme US Business Unit ▾

\* Name

Intent

Type

**General Clauses Deliverables Translations**

Actions ▾ View ▾ + ✎ ✖

🕒 ⏴

**General Terms**

**1050 Services**

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**1052 Relationship of Parties**

Status Draft

\* Start Date

End Date

Under payment and insurance add another clause

WhatsApp Orade Fusion Cloud Application

dabpqy.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?\_adf.ctrl-state=d7vyz9pl\_58\_afrlLoop=18614423876215869

Last Saved 12/25/24 10:51 PM

**Business Unit**: Supremo US Business Unit

**Name**: TATA Terms Template

**Intent**: Buy

**Type**: Structured

**Status**: Draft

**Start Date**: 12/26/24

**End Date**: midyy

**General** **Clauses** **Deliverables** **Translations**

**Actions** **View** **Add Clause** **Create Clause**

**General Terms**

**1050 Services**

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**1052 Relationship of Parties**

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The screenshot shows a web-based application interface for managing clauses. At the top, there's a header bar with navigation icons and the URL `dabpqy.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?_adf.ctrl-state=d7vyz9pf_5&_afrLoop=18614423876215869`. Below the header, the page title is "Business Unit: Supremo US Business Unit". The main content area has tabs for "General", "Clauses" (which is selected), "Deliverables", and "Translations".

In the "Clauses" tab, there are several input fields: "Name" (TATA Terms Template), "Intent" (Buy), "Type" (Structured), "Status" (Draft), "Start Date" (12/26/24), and "End Date" (mid/yy). Below these, a modal dialog is open titled "Add Clauses".

The "Add Clauses" dialog contains a search bar with the placeholder "Search" and a dropdown menu set to "Title". The search term "insurance" is entered into the search field. Below the search bar, there are buttons for "View", "Format", "Freeze", and "Wrap".

The main table in the dialog lists clauses. The columns are "Title", "Display Title", "Description", "Type", "Version", and "Details". One row is visible, showing "Insurance" as the Title and Display Title, with a description starting with "Supplier will be in the". The Type is listed as "Payment".

At the bottom of the dialog, there are buttons for "Apply", "OK", and "Cancel".

The screenshot shows the Oracle Fusion Cloud Application interface for creating a contract template. The template is titled "TATA Terms Template". It has a "Business Unit" set to "Supremo US Business Unit". The "Status" is "Draft" and the "Start Date" is "12/26/24". The "Type" is "Structured". The "Intent" is "Buy". The "Clauses" tab is selected, showing a tree view of clauses: General Terms (1050 Services, 1052 Relationship of Parties), Payment and Insurance (1066 Insurance). The "1066 Insurance" clause is highlighted with a yellow background. The main content area displays the "1050 Services" clause, which states that Supplier agrees to provide services and materials per the Statement of Work (SOW) to be issued by Company. It specifies that changes to the services and materials requested by Company and accepted by Supplier will be in the form of a Change Order to this Agreement and shall be incorporated herein by reference as though fully set forth in this Agreement. Each Change Order shall contain, among other provisions, a description of the services to be performed and materials to be provided, the delivery or performance schedule, an estimate of the number of hour/days required, the personnel of Supplier providing the services, rates and all other costs. The "1052 Relationship of Parties" clause follows, detailing the relationship between Supplier and Company, including indemnity and hold harmless provisions.

Two sections contains different paramters

### Change numbering sequence:-

We can provide numbering sequence for the sections and clauses.

This screenshot shows the same Oracle Fusion Cloud Application interface, but with a different focus. The "Actions" dropdown in the left sidebar has "Change Numbering Scheme" selected, indicated by a yellow highlight. The rest of the interface remains largely the same, showing the "TATA Terms Template" contract with its clauses and their detailed descriptions.

The screenshot shows the Oracle Fusion Cloud Application interface for managing terms templates. A modal dialog titled "Change Numbering Scheme" is open, allowing users to switch from the current numbering scheme to one that includes clauses. The new scheme is selected and highlighted.

Now you can able to see the numbering

The screenshot shows the updated clause structure after applying the new numbering scheme. The clauses are now organized into levels: 1.1, 1.1.1, 2.2, etc., indicating a hierarchical structure.

The screenshot shows the Oracle Fusion Cloud Application interface with the "Deliverables" tab selected. A table is displayed for adding project-related deliverables, with columns for Deliverable Name, Deliverable Type, Responsible Party Type, Party Name, Contact, and Print Sequence. The table currently displays the message "No data to display."

If any projetc related deliverables we will add here.  
Submit it

Status: Pending approval

Start Date: 12/26/24

End Date: m/d/y

Description:

Instructions:

Layout Template: ContractTermsTemplate

Language: American English

Global  
 Enable manual terms refresh  
 Allow background upload  
 Display content control in downloaded contract

Status is pending approval.

### 1. Create numbering sequence:-

Status: Pending approval

Start Date: 12/26/24

End Date: m/d/y

Description:

Instructions:

Global  
 Enable manual terms refresh  
 Allow background upload

- Create Clause
- Import Clauses
- Analyze Clause Usage
- Create Terms Template
- Manage Terms Template Questions
- Create Rule
- Create Question
- Create Constant
- Create Variable
- Create Folder
- Create Section
- **Create Numbering Scheme**
- Manage Processes

Enter name of the numbering sequence and also description

Action	End Character	Concatenate with Child
Add Next Level		
Delete Last Level		

Goto Actions> Add Next level

## 2. Create Sections:-

Enter name of the section and description, save it

## 3. Create Clause:-

Enter the details shown above, clause name etc  
And also clause details.

[Create Clause](#)

[General Information](#)

**\* Business Unit:** Supremo US Business Unit

**\* Number:** Late Delivery and charges

**\* Title:** Transportation

**Display Title:**

**\* Intent:** Buy

**\* Type:** General terms

**Default Section:** Transportation

**\* Start Date:** 12/28/24

**End Date:** mid/yy

**Description:**

Protected

Provision

**Cross-Reference Variable:**

[Clause Details](#)

[Text](#) [Instructions](#) [Related Clauses](#) [Folders](#)

Create Clause ②

General Information ②

\* Business Unit: Supremo US Business Unit

\* Number: Late Delivery and charges

\* Title: Transportation

Display Title:

\* Intent: Buy

\* Type: General terms

Default Section: Transportation

Additional Information

Clause Details

Status Draft Version 1 Adoption Type Local

Save | Submit | Cancel

**Confirmation**

The clause Late Delivery and charges Transportation, version 1 was submitted for approval.

OK

Submit it

Here we have seen 3 types of approvals

1. Contract approval – BPM-ContractsApproval
2. Terms approval – BPM-TemplateApprovalHumanTask
3. Clause approval- BPM-ContractClauseApproval

These approvals will be configured from BPM

Procurement Contracts	Contract Between Company and Supplier	Contract Flow	Contract - Buy:Contract Terms -> :
Sections			
Clause Type			
Clause		S & M	
Folder			
Terms Template			
Contract Creation			
BPM- TemplateApprovalHumanTask			
BPM- ContractClauseApproval			Terms template approval
BPM- ContractsApproval			Clause Approvals
Numbering Sequence			Contract Approvals
Notes			
			<a href="https://docs.oracle.com/en/cloud/saas/procurement/20c/fasca/">https://docs.oracle.com/en/cloud/saas/procurement/20c/fasca/</a>

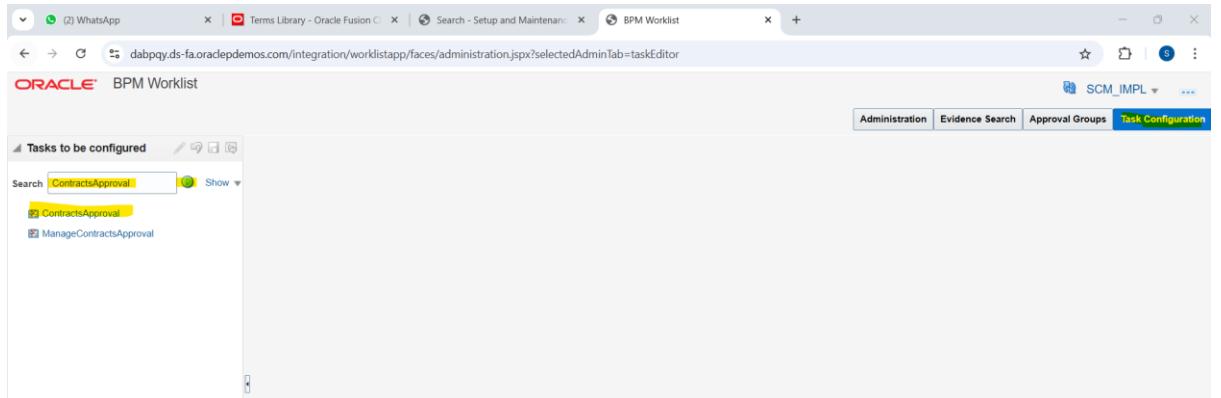
Goto Setup and maintenance> Manage approval Groups>

Search

manage approval groups

Match With: Tasks, Task Lists, Business Objects

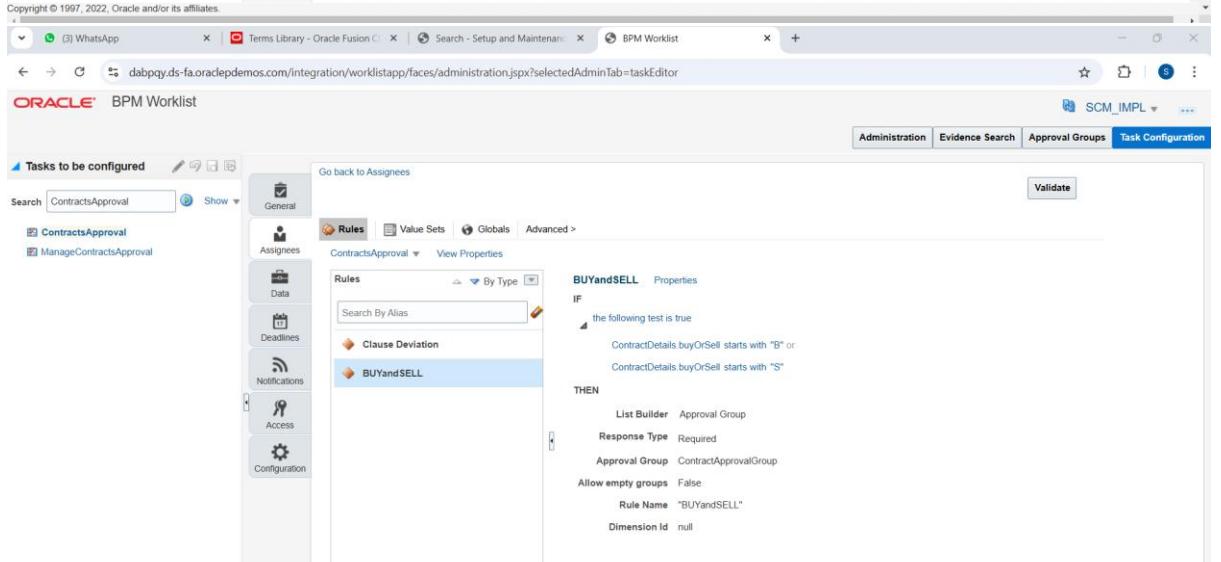
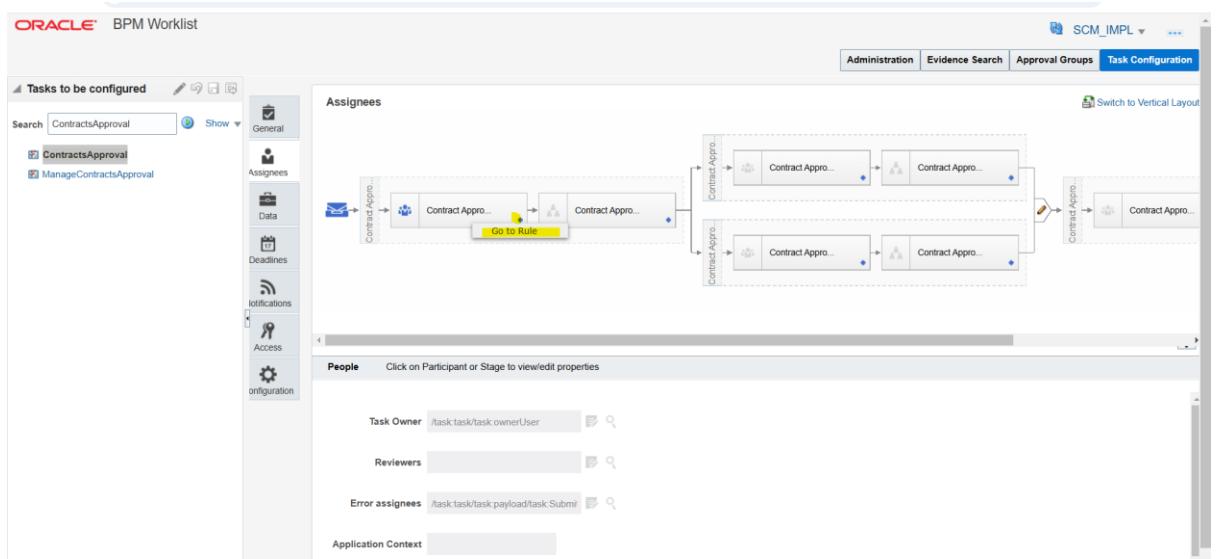
Name	Type	Details
Manage Approval Groups	Task	



## Goto Task Configuration

Search with the type of approval.

Click on contract approval, here we build the approvals



**Tasks to be configured**

Search: ContractsApproval Show ▾

General Assignees Data Deadlines Notifications Access Configuration

Rules Value Sets Globals Advanced >

ContractsApproval View Properties

**Clause Deviation** Properties

**IF**

- the following test is true
- ContractDetails.termsDeviations.size() is 0 or
- ContractDetails.termsDeviations.size() isn't 0
- and
- the following test is true
- ContractDetails.contractTypeId equals 300000047420497

**THEN**

List Builder Approval Group Response Type Required

**Approval Group:** Clause Deviation Approval

Allow empty groups False Rule Name "Clause Deviation" Dimension Id null

If the condition is satisfied

**Groups** Details

Name: Clause Deviation Approval

Members

- Billing\_Manager\_Apprc
- BlankApproval group
- CEO
- CEO\_CLOVER
- CategoryApprovalGrou
- clause Deviation App
- ClauseApprovalGroup
- Collection\_Manager\_A
- Collection\_Manager\_A
- Collection\_Manager\_A
- Collection\_Manager\_A

Go with this user from the group

**vision**

User Accounts

Add User Account Compare Users

Search Results

Display Name	User	Status	Action
Attorney A Demo	User Name: AttorneyA.Demo Email: AttorneyA.Demo_dabpqy@oraclepdemos.com	Status: Active Locked: No	

Reset password and trying to approve it

The screenshot shows a web browser window for the Oracle Fusion Middleware application. The URL is `dabpqy.ds.fa.oracledemos.com/hcmUI/faces/frmOverview?frmId=%3B%3B%3B%3B%3B%3B&frmGlobalItemNodeid=ASC_FUSE_SECURITY_CONSOLE&afLoop=186179747129...`. The main title is "User Account Details: Attorney A Demo". On the left, there's a sidebar with icons for Roles, Users, Analytics, Certificates, and User Categories. The main content area has two tabs: "User Information" (selected) and "Advanced Info". A modal dialog titled "Reset Password" is open in the center. It contains two radio buttons: "Automatically generate password" (unchecked) and "Manually change the password" (checked). Below these are two input fields: "New Password" and "Confirm New Password", both containing masked text. To the right of the modal, under "Account Information", is a section for "Password Expiration Date" set to "6/6/33". There are checkboxes for "Active" and "Locked", both of which are checked. Other account details listed include "Name: Attorney A Demo", "Phone: 4025", and "Business Unit: USI Business Unit". At the bottom of the modal are "Reset Password" and "Cancel" buttons.