

## Auto Generate orders: - (touchless buying)

Method 1: Using Negotiation enabled at requisition level

### Configurations:

The screenshot displays the Oracle Vision Setup: Procurement interface. The left sidebar shows the 'Functional Areas' list, with 'Procurement Foundation' selected. The main content area shows the 'Procurement Foundation' configuration page. The 'Task' list includes 'Configure Procurement Business Function', which is highlighted. The 'Scope' is set to 'US1 Business Unit'. Below the task list, the 'Purchasing' section contains various configuration options, including checkboxes for enabling automatic sourcing and order generation.

**Procurement Foundation Configuration:**

- Task: **Configure Procurement Business Function** (highlighted)
- Scope: US1 Business Unit
- Columns Hidden: 4

**Purchasing Configuration:**

- Maximum File Size Megabytes: 10
- Receipt Close Tolerance Percent: [ ]
- Receipt Close Point: Received
- Invoice Close Tolerance Percent: [ ]
- Match Approval Level: 3 Way
- Allow manual price update on fulfilled orders: ☐
- Default promised date from requested date: ☒
- Enforce supplier hold: ☒
- Auto generate orders from requester negotiated requisition lines: ☒ (highlighted)
- Bypass approvals for automatically submitted orders: ☒ (highlighted)
- Communicate purchase order changes: ☒
- Communicate purchase agreements: ☒
- Enable automatic sourcing to contract purchase agreements: ☒
- Punchout requests only: ☐
- Autogenerate orders from requisition lines sourced to agreements: ☒
- Automatically submit for approval: ☒
- Group requisitions: ☒
- Use customer sales order: ☐
- Use ship-to location: ☒
- Group requisition lines: ☒
- Use requested date: ☐
- Use ship-to organization and location: ☐

These check boxes should be enabled to generate auto orders.

The screenshot displays the Oracle Vision Requisitions page. The 'Recent Requisitions' table shows a list of requisitions with their status. A dropdown menu is open, showing options for entering a requisition line.

**Recent Requisitions:**

Requisition Number	Description	Status
PR20240178US	Auto Order	Approved
PR20240177US	Oracle Linux	Pending approval
PR20240176US	Position Based hierarchy	Approved
PR20240175US	Position Based hierarchy	Approved
PR20240174US	Linux	Pending approval

**Recent Purchases:**

- Linux
- 11" Notebook AMD 2.3 GHz, 4 GB Memory, Windows 1...
- Oracle Linux
- CI Series 2000 Laptop, 17.3 inch screen - Cons...

**Dropdown Menu Options:**

- Enter Requisition Line (highlighted)
- Request Noncatalog Item
- Request New Supplier
- Update Preparer and Requester
- Update Requisition Preferences

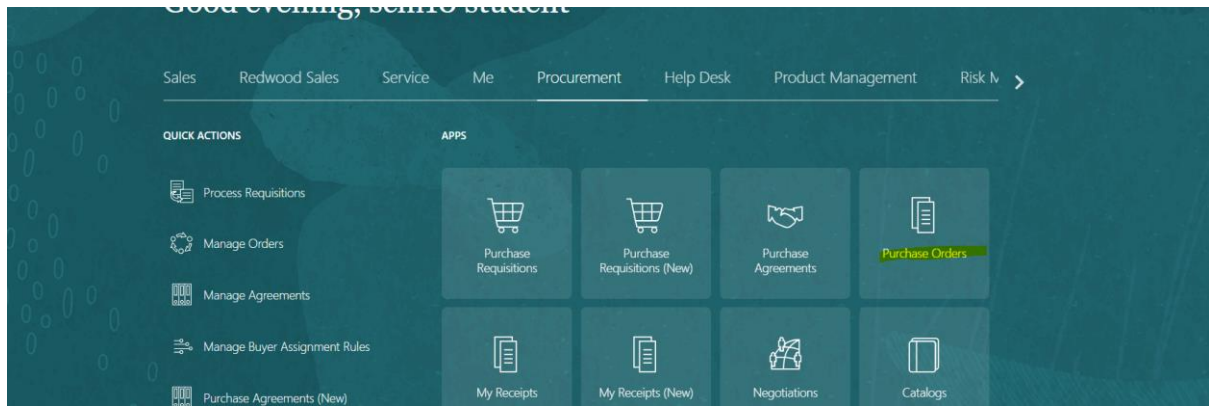
Enter the requisition details

Negotiated check box should be enabled.

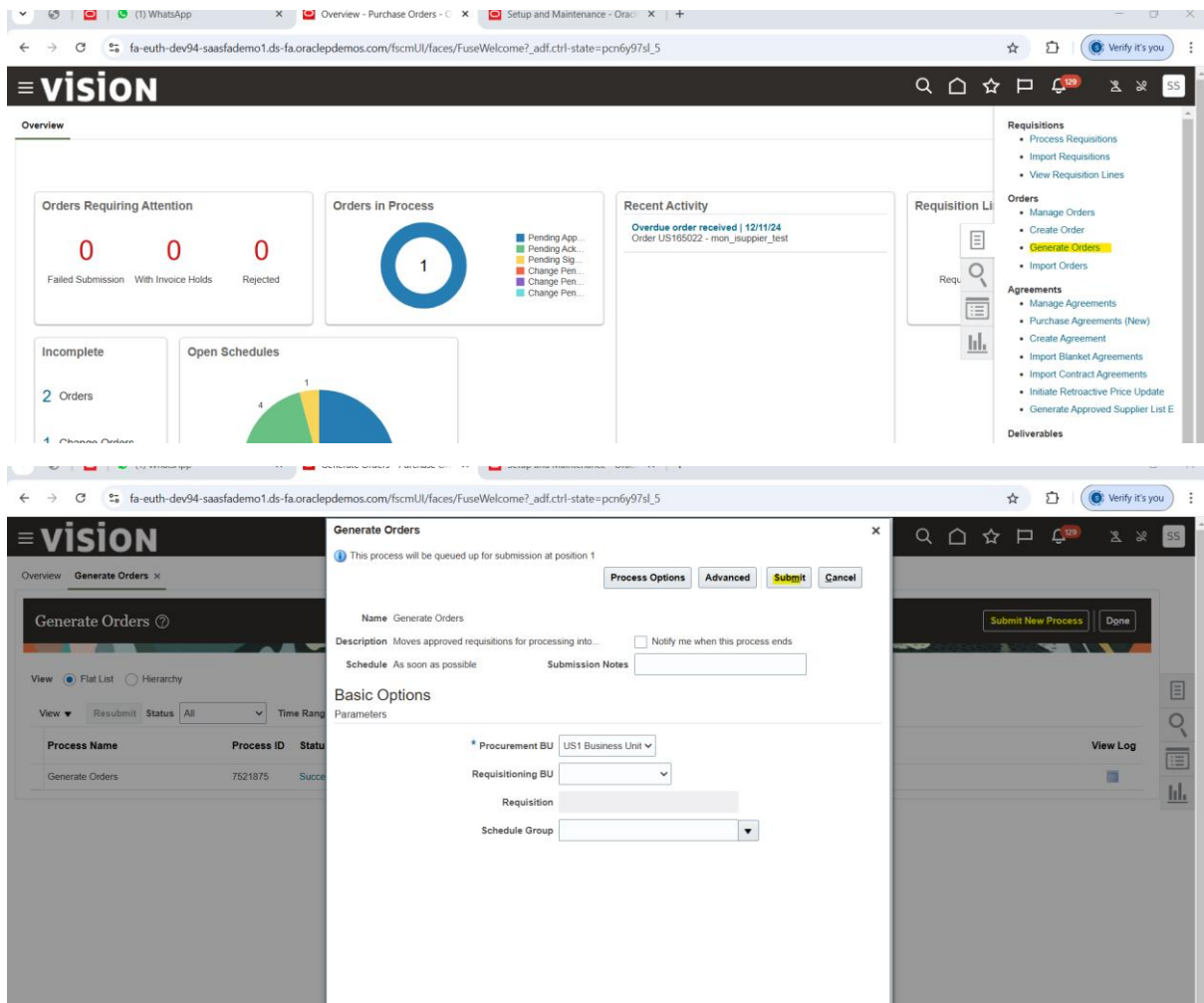
Add to cart submit it.

Once it is approved, it is approved status.

Generate orders:-



Goto Purchase orders> Generate orders



**Generate Orders**

View: ☒ Flat List ☐ Hierarchy

View:  Status:  Time Range:

Process Name	Process ID	Status	Scheduled Time	View Output	Parameters	View Log
Generate Orders	7521902	Succeeded	12/15/24 4:19 PM ...		300000046987012	
Generate Orders	7521875	Succeeded	12/15/24 4:04 PM ...		3000000046987012	

**Requisitions**

Shop by Category:

Requester: scm10 student

**Recent Requisitions**

PR20240179US	Auto Order Using Negotiation enabled	Approved
PR20240178US	Auto Order	Approved
PR20240177US	Oracle Linux	Pending approval
PR20240176US	Position Based hierarchy	Approved
PR20240175US	Position Based hierarchy	Approved

**Recent Purchases**

Item	Price	Quantity	Total
Linux	\$0.00 Ea	1	\$0.00
11" Netbook AMD 2.3 GHz, 4 GB Memory, Windows 1...	\$349.00 Ea	1	\$349.00
Oracle Linux	\$0.00 Ea	1	\$0.00
CI Series 2000 Laptop, 17.3 inch screen - Cons...	\$182.00 Ea	1	\$182.00
Visior	\$33.1	1	\$33.1

Goto Manage Requisitions> Search with Requisition number, now order has been created, shown below.

**Manage Requisitions**

Search:

Requisitioning BU:

Entered By:

Requisition:

Description:

Created:

Status:

Requester:

Supplier:

Order:

Item:

Requisitions Requiring Attention:

Search Results

Requisition	Description	Creation Date	Approval Amount	Status	Funds Status	Order
PR20240179US	Auto Order Using Negotiation enabled	12/15/24	10,950.00 USD	Approved	US165061	

Rows Selected: 1 Columns Hidden: 5

**Manage Orders**

**Search**

Keywords:

Procurement BU: **US1 Business Unit**

Supplier:

Buyer:

Order: **US165061**

Requisition:

Status:

Include Closed Documents:

**Search Results**

Order	Description	Special Handling Type	Supplier	Ordered	Currency	Status	Life Cycle	Change Order	Creation Date
US165061	Auto Order Using Negotiation enabled		Staples	10,000.00	USD	Open			12/15/24

Goto Manage orders> Search with Order number

**Manage Orders**

**Search**

**Search Results**

Order	Description	Special Handling Type	Supplier	Ordered	Currency	Status	Life Cycle	Change Order	Creation Date
US165061	Auto Order Using Negotiation enabled		Staples	10,000.00	USD	Open			12/15/24

Yes it is open status.

Second method:-

Auto generate orders from requisition lines sourced to agreements

**vision**

Configure Procurement Business Function (US1 Business Unit)

**General**

Payment Terms: 2/10 Net 30

Shipping Method: RC CARRIER

Freight Terms: RC Vendor Pays Freight

FOB: RC DESTINATION

Price Break Type: Cumulative

Buyer: student\_scm10

Inventory Organization: Seattle

Line Type: RC GOODS

Currency: USD

Conversion Rate Type: Corporate

Preferred Language: American English US

Prospective Supplier Registration URL: <https://fa-euth-dev94-saasfadem01.ds-...>

Spend Authorized Supplier Registration URL: <https://fa-euth-dev94-saasfadem01.ds-...>

**Purchasing**

Maximum File Size Megabytes: 10

Receipt Close Tolerance Percent:

Receipt Close Point: Received

Invoice Close Tolerance Percent:

Match Annual 1 avai: 3 Wav

☒ Enable automatic sourcing to contract purchase agreements

☐ Punchout requests only

☒ Autogenerate orders from requisition lines sourced to agreements

☒ Automatically submit for approval

These configurations should be enabled.

## Steps:-

1. Create blanket purchase agreement
2. Create requisition
3. Check the PO

Good evening, scm10 student

Sales Redwood Sales Service Me Procurement Help Desk Product Management Risk N >

**QUICK ACTIONS**

- Process Requisitions
- Manage Orders
- Manage Agreements**
- Manage Buyer Assignment Rules
- Purchase Agreements (New)
- Manage Procurement Agents

**APPS**

- Purchase Requisitions
- Purchase Requisitions (New)
- Purchase Agreements
- Purchase Orders
- My Receipts
- My Receipts (New)
- Negotiations
- Catalogs

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Overview **Manage Agreements** x

**Manage Agreements** ? Done

Headers Lines

**Search**

Advanced Manage Watchlist Saved Search All My Agreements

\*\* Keywords

Procurement BU US1 Business Unit

\*\* Supplier

\*\* Buyer student, scm10

\*\* Agreement

Status

\*\* Catalog Administrator Authoring Enabled

Include Closed and Expired Documents No

Search Reset Save...

Search Results

Actions View Format Freeze Detach Wrap

Agreement	Description	Supplier	Agreement Amount	Released Amount	Currency	Status	End Date	Change Order	Creation Date
No search conducted.									

Click on +

**vision**

Overview **Manage Agreements** x

**Manage Agreements** ? Done

Headers Lines

**Search**

Advanced Manage Watchlist Saved Search All My Agreements

\*\* Keywords

Procurement BU US1 Business Unit

\*\* Supplier

\*\* Buyer student, scm10

\*\* Agreement

Status

\*\* Catalog Administrator Authoring Enabled

Include Closed and Expired Documents No

Search Reset Save...

**Create Agreement** x

\* Style Blanket Purchase Agreement

\* Procurement BU US1 Business Unit

Supplier Staples

Supplier Site Staples US1

Supplier Contact John, Abe

\* Currency USD

\* Buyer student, scm10

Create Cancel

Enter the details shown above like  
Style: BPA

BU:

Supplier:

Currency etc

Edit Document (Blanket Purchase Agreement): US100006AGR ? ★

Manage Approvals View PDF View Checklist Actions Save Submit Cancel

Minimum Release Amount USD

Description

Master Contract

Terms Notes and Attachments

Required Acknowledgment None Shipping Method RC CARRIER

Acknowledge Within Days Freight Terms RC Vendor Pays Freight

Payment Terms 2/10 Net 30 FOB RC DESTINATION

Requires signature

Buyer managed transportation

Pay on receipt

Confirming order

Additional Information

Contract Type Contract Number Eligible for Rebate?

Lines

Actions View Format Freeze Detach Wrap

* Line	Type	Edit Item	Revision	* Description	* Category Name	Supplier Item	UOM	* Price	Expiration Date	Price Break Type	Agreement Quantity	Agreement Amount	Allow Price Override
1	RC G	AS00100	C	Alliance Business Software	Software		Ea	66.00	m/d/yyyy	Cumulative	100	6,600	

Enter the line details like item, agreement quantity, agreement amount etc.

Save and click on control tab

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Overview Manage Agreements Edit Document (Blanket Purchase Agreement): US100006AGR x

Edit Document (Blanket Purchase Agreement): US100006AGR ? ★

Manage Approvals View PDF View Checklist Actions Save Submit Cancel

Main Controls Contract Terms

General ?

Procurement BU US1 Business Unit

Agreement US100006AGR

Status Incomplete

\* Buyer student\_scm10

Creation Date 12/15/24

Checklist

Supplier Staples

Supplier Site Staples US1

Supplier Contact Jhee, Abe

Communication Method None

Start Date m/d/yyyy

End Date m/d/yyyy

\* Currency USD

Agreement Amount USD

Amount Limit USD

Minimum Release Amount USD

Description

Master Contract

Terms Notes and Attachments

Required Acknowledgment None Shipping Method RC CARRIER

Acknowledge Within Days Freight Terms RC Vendor Pays Freight

Payment Terms 2/10 Net 30 FOB RC DESTINATION

Requires signature

Buyer managed transportation

Pay on receipt

Confirming order



**vision**

Overview Manage Agreements x Edit Document (Blanket Purchase Agreement): US100006AGR x

### Edit Document (Blanket Purchase Agreement): US100006AGR ? ★

Main Controls Contract Terms

Business Unit Access ?

Actions View Format + X Add All Business Units

* Requisitioning BU	Order Locally	* Purchasing Site	Ship-to Location	Bill-to BU	Bill-to Location	Enabled
US1 Business Unit	<input type="checkbox"/>	Staples US1	Seattle	US1 Business Unit	Seattle	<input checked="" type="checkbox"/>

Order Processing ?

Order Creation Options

- ☒ Automatically generate orders
- ☒ Automatically submit for approval
- ☒ Group requisitions
  - ☐ Use customer sales order
  - ☒ Use ship-to location
- ☒ Group requisition lines
  - ☐ Use requested date

Retroactive Pricing

- ☒ Enable retroactive pricing
  - ☐ Initiate process upon agreement approval
  - ☒ Reprice open orders only
  - ☒ Communicate price updates

Order Pricing

- ☐ Use order date for order pricing

Check these checkboxes should be enabled

Overview

Manage Agreements x

Edit Document (Blanket Purchase Agreement): US100006AGR x

Edit Document (Blanket Purchase Agreement): US100006AGR

Manage Approvals

View PDF

View Checklist

Actions

Save

Submit

Cancel

Last Saved: 12/15/24 4:43 PM

Main

Controls

Contract Terms

General

Procurement BUUS1 Business Unit

AgreementUS100006AGR

StatusIncomplete

\* Buyerstudent\_scm10

Creation Date12/15/24

Checklist

SupplierStaples

Supplier SiteStaples US1

Supplier ContactJhee, Abe

Communication MethodNone

Start Date12/15/24

End Datem/d/yyyy

\* CurrencyUSD

Agreement AmountUSD

Amount LimitUSD

Minimum Release AmountUSD

Description

Master Contract

Terms

Notes and Attachments

Enter start date, save and submit

[illegible]



The screenshot shows the 'Manage Agreements' page in the Vision system. The search criteria are: Keywords (empty), Procurement BU (US1 Business Unit), Supplier (empty), Buyer (student\_scm10), Agreement (US100006AGR), Status (empty), Catalog Administrator Authoring Enabled (empty), and Include Closed and Expired Documents (No). The search results table shows one entry:

Agreement	Description	Supplier	Agreement Amount	Released Amount	Currency	Status	End Date	Change Order	Creation Date
US100006AGR	Staples			0.00	USD	Pending Approval			12/15/24

It is submitted and waiting for approval.

The screenshot shows the 'Manage Agreements' page in the Vision system. The search criteria are the same as the previous screenshot. The search results table shows one entry:

Agreement	Description	Supplier	Agreement Amount	Released Amount	Currency	Status	End Date	Change Order	Creation Date
US100006AGR	Staples			0.00	USD	Open			12/15/24

It was approved and it is in open status.

Now we will create the purchase requisition with this agreement

US100006AGR

**Noncumulative price breaks** apply only to quantity bought on a single release against the agreement.

**Cumulative price break** amounts accumulate over the life of the agreement.

**Select Cumulative Pricing** if you want to choose the price break by adding the current release shipment quantity to the total quantity already released.

**Create Requisition:-**

fa-euth-dev94-saasfadem01.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?\_adf.ctrl-state=bvqhijpb\_4975

ORACLE

### Enter Requisition Line

Line Type: Goods

Item: AS00100

Revision:

Item Description: Alliance Business Software

Category Name: Software

Quantity: 10

UOM Name: Ea

Price: 66.00

Currency: USD

☐ Negotiation required

☐ Negotiated

Source Type: Supplier

Agreement Type: Blanket Purchase Agreement

Agreement: US100007AGR

Agreement Line:

☐ New supplier

Supplier:

Supplier Site:

Supplier Contact:

Phone:

Fax:

Email:

Supplier Item:

Requester: student\_scm10

Urgent: No

Requested Delivery Date: 12/20/24

Suggested Buyer:

Deliver-to Location: Seattle

Deliver-to Address: 411 University Street, Seattle, WA 98101, King, United States

Destination Type: Expense

Delivery

Billing

Enter item,

Select the agreement type as Blanket purchase agreement

Enter the agreement number.

fa-euth-dev94-saasfadem01.ds-fa.oraclepdemos.com/fscmUI/faces/FuseWelcome?\_adf.ctrl-state=bvqhijpb\_4975

ORACLE

### Edit Requisition: PR20240256US

Shop Distribute Project Costs Manage Approvals View PDF Save Submit

Requisitioning BU: US1 Business Unit

Description: Alliance Business Software

Procurement Card:

Justification:

Requisition Amount: 660.00 USD

Approval Amount: Calculate Amount with Tax

Attachments: None

☐ Emergency purchase order number required

Requisition Lines

Use Shift or Control Key to select multiple rows and click Edit Multiple Lines to edit more than one line.

Actions View Format Freeze Detach Wrap

Line	Description	Category Name	Quantity	UOM Name	Price	Amount (USD)	Delete
1	Alliance Business Software	Software	10	Ea	66.00 USD	660.00	X
<b>Total</b>						<b>660.00</b>	

Rows Selected: 1 Columns Hidden: 6

Line 1: Details

Delivery

Requester: student\_scm10

Urgent: No

Requested Delivery Date: 12/20/24

Suggested Buyer:

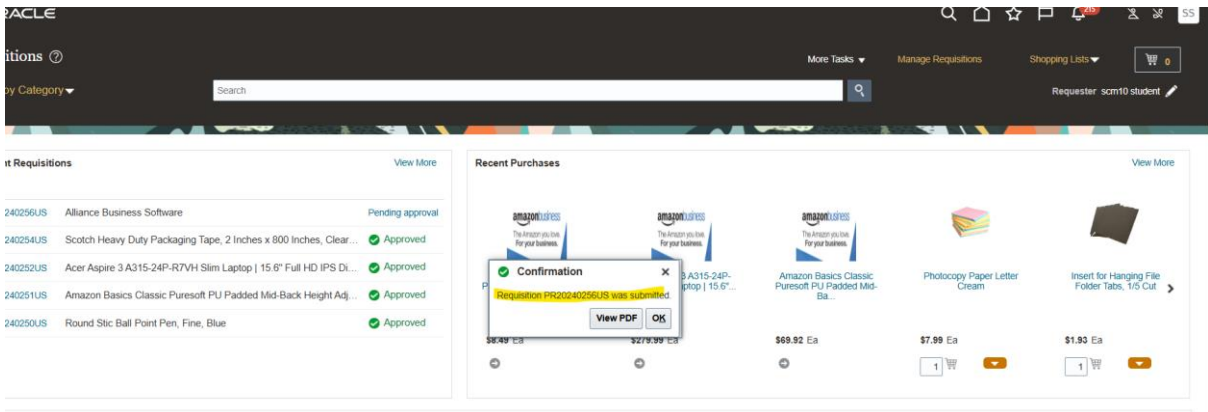
Deliver-to Location: Seattle

Deliver-to Address: 411 University Street, Seattle, WA 98101, King, United States

Destination Type: Expense

Billing

Save and submit



Requisition: [PR20240256US](#)

Once the PR is approved, Then system will create the PO automatically