

Touchless PO Creation:-

Touchless Buying in Oracle Fusion is an automated process that creates purchase orders from approved requisitions without human intervention. It can streamline the workflow and ensure accuracy and efficiency.

1. Configure procurement Business function, the below check boxes should be enabled.
 - i. Autogenerate orders from requisition lines sourced to agreements
 - ii. Automatically submit for approval
 - iii. Bypass approvals for automatically submitted orders.

The screenshot shows the 'Configure Procurement Business Function (US1 Business Unit)' interface. The 'General' tab is selected. Under the 'Purchasing' section, the 'Autogenerate orders from requisition lines sourced to agreements' checkbox is checked and highlighted in yellow. Other visible settings include Payment Terms (Net 30), Shipping Method (DHL-Air-Next day air), Freight Terms (Buyer pays freight), FOB (Origin), Price Break Type (Cumulative), and Buyer (North, Cabin).

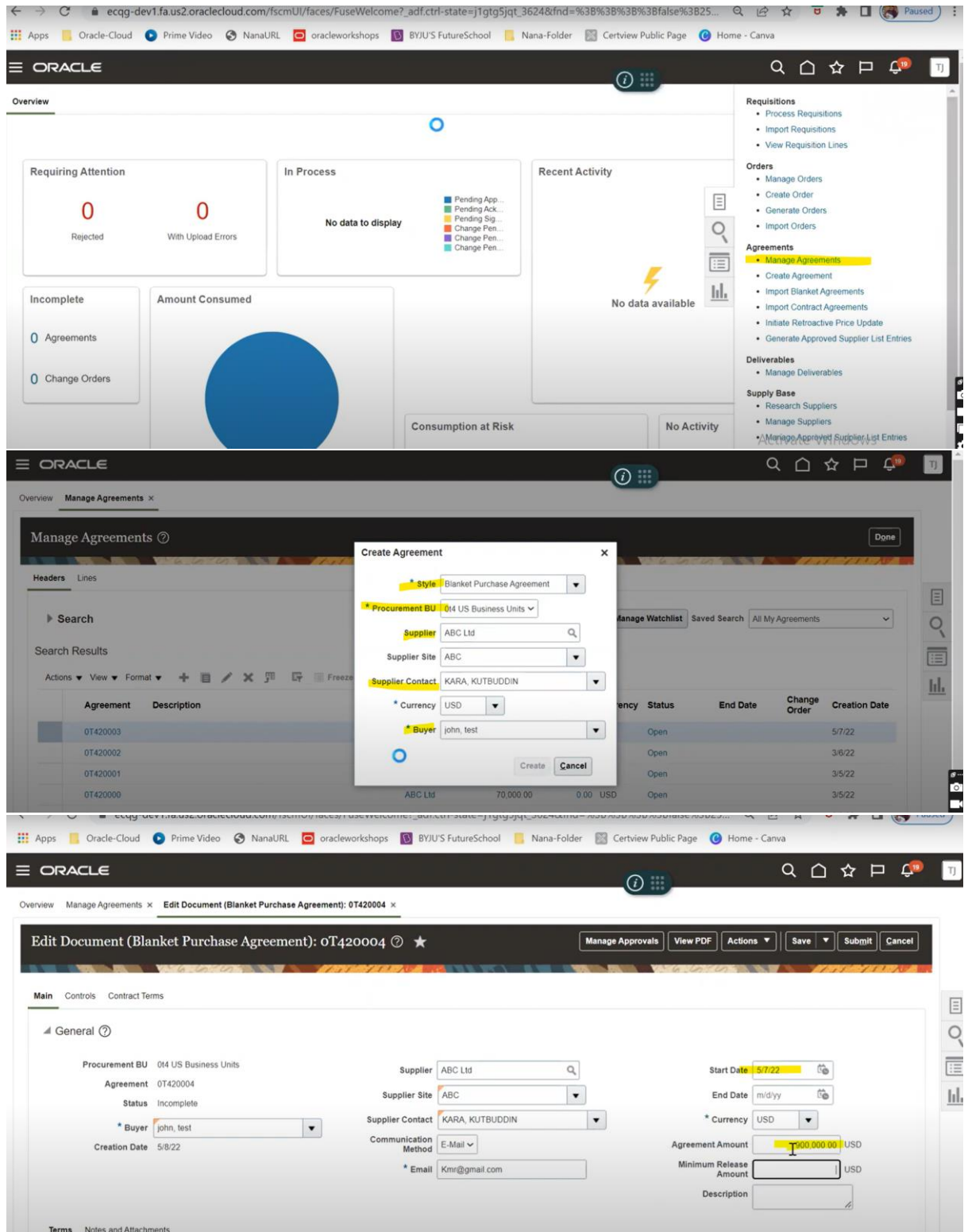
2. Creation of BPA/CPA (Blanket purchase agreement/ contract purchase agreement)
3. I created **BPA** for one of the supply item and define price breaks also.
4. Under **control tab** below are the checkboxes need to cross verify while creating agreements.
 - i. Automatically generate orders – enabled
 - ii. Automatically submit for approval – enabled.
5. Creation of PR and append the agreement.
6. choose proper Buyer at the time of reviewing the PR
7. If all the setups are proper once the PR is approved system automatically created the PO.

After PR is approved, system automatically creates the purchase order. This is called touch less buying.

BPA:- we can take the item, category, based on the item category (catalog, non catalog) .

CPA:- System cannot allow to add any type item, item category etc. only through terms and conditions we will create the purchase agreement.

Price breaks:- here we will see how price breaks are going to create.



The screenshot displays the Oracle Fusion SCM 'Manage Agreements' interface. The top navigation bar includes the Oracle logo and a search icon. The main dashboard features several key metrics: 'Requiring Attention' with 0 Rejected and 0 With Upload Errors items, 'In Process' with no data, 'Recent Activity' with no data, 'Incomplete' with 0 Agreements and 0 Change Orders, and 'Amount Consumed' with a large blue circle. A 'Consumption at Risk' section shows no activity. A right-hand sidebar lists various functional areas like Requisitions, Orders, Agreements, Deliverables, and Supply Base. The 'Manage Agreements' section is active, showing a table of agreements with columns for Agreement, Description, Agency, Status, End Date, Change Order, and Creation Date. A 'Create Agreement' modal is open, allowing users to input details such as Style (Blanket Purchase Agreement), Procurement BU (014 US Business Units), Supplier (ABC Ltd), Supplier Site (ABC), Supplier Contact (KARA, KUTBUDDIN), Currency (USD), and Buyer (john, test). Below the modal, a table lists existing agreements. The bottom section, 'Edit Document (Blanket Purchase Agreement): 0T420004', provides a detailed view of the selected agreement, including fields for Procurement BU, Agreement, Status, Buyer, Creation Date, Supplier, Supplier Site, Supplier Contact, Communication Method, Email, Start Date, End Date, Currency, Agreement Amount, Minimum Release Amount, and Description.

Overview

Requiring Attention

0 Rejected

0 With Upload Errors

In Process

No data to display

Recent Activity

No data available

Consumption at Risk

No Activity

Incomplete

0 Agreements

0 Change Orders

Amount Consumed

Manage Agreements

Search

Search Results

Agreement

Description

Agency

Status

End Date

Change Order

Creation Date

Create Agreement

Style

Blanket Purchase Agreement

Procurement BU

014 US Business Units

Supplier

ABC Ltd

Supplier Site

ABC

Supplier Contact

KARA, KUTBUDDIN

Currency

USD

Buyer

john, test

Create

Cancel

Edit Document (Blanket Purchase Agreement): 0T420004

Manage Approvals

View PDF

Actions

Save

Submit

Cancel

Main

Controls

Contract Terms

General

Procurement BU

014 US Business Units

Agreement

0T420004

Status

Incomplete

Buyer

john, test

Creation Date

5/8/22

Supplier

ABC Ltd

Supplier Site

ABC

Supplier Contact

KARA, KUTBUDDIN

Communication Method

E-Mail

Email

Kmr@gmail.com

Start Date

5/7/22

End Date

m/d/yy

Currency

USD

Agreement Amount

200,000.00 USD

Minimum Release Amount

USD

Description

Terms

Notes and Attachments

Payment Terms: 2/10 Net 30 FOB: None ☐ Confirming order

Additional Information

Context Prompt:

Lines

Actions: View | Format | + | - | X | Y | Freeze | Detach | Wrap

* Line	* Type	Edit Item	* Description	* Category Name	Supplier Item	UOM	* Price	Expiration Date	Allow Price Override
1	Good	<input type="text" value="0T4FG_9005"/>	<input type="text" value="0T4FG_90015"/>	Supplies		EA	50.00	m/d/yy	<input type="checkbox"/>

Columns Hidden: 12

Enter the line details and save it.

Click on edit at line level to add the price breaks

Price Breaks

Actions: View | Format | + | - | X | Y | Freeze | Detach | Wrap

* Price Break	Ship-to Organization	Location	Quantity	UOM	* Price	Discount Percent	Start Date	End Date	Attachments
1	0T4INV	0T14_Loc_0	10	EA	50.00	0			None
2	0T4INV	0T14_Loc_0	20	EA	47.50	5	m/d/yy	m/d/yy	None

Columns Hidden: 1

Item Attributes

Save and close.

ORACLE

Overview | Manage Agreements | Edit Document (Blanket Purchase Agreement): 0T420004

Edit Document (Blanket Purchase Agreement): 0T420004

Manage Approvals | View PDF | Actions | Save | Submit | Cancel

Last Saved: 5/8/22 12:06 AM

Main | Controls | Contract Terms

General

Procurement BU: 014 US Business Units

Agreement: 0T420004

Status: Incomplete

* Buyer: john, test

Creation Date: 5/8/22

Supplier: ABC Ltd

Supplier Site: ABC

Supplier Contact: KARA, KUTBUDDIN

Communication Method: E-Mail

* Email: Kmri@gmail.com

Start Date: 5/7/22

End Date: m/d/yy

* Currency: USD

Agreement Amount: 900,000.00 USD

Minimum Release Amount: USD

Description:

Terms | Notes and Attachments

Click on controls

Oracle
Overview Manage Agreements x Edit Document (Blanket Purchase Agreement): OT420004 x

Edit Document (Blanket Purchase Agreement): OT420004 ★

Manage Approvals View PDF Actions Save Submit Cancel

Last Saved 5/8/22 12:06 AM

Main Controls Contract Terms

Business Unit Access ⓘ

Actions View Format + X Freeze Detach Wrap Add All Business Units

* Requisitioning BU	Order Locally	* Purchasing Site	Ship-to Location	Bill-to BU	Bill-to Location	Enabled
014 US Business Units	<input type="checkbox"/>	ABC	0T14_Loc_0	014 US Business Units	0T14_Loc_0	<input checked="" type="checkbox"/>

Order Processing ⓘ

Order Creation Options

- ☒ Automatically generate orders
- ☒ Automatically submit for approval
- ☒ Group requisitions

Retroactive Pricing

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

Activate Windows
Go to Settings to activate Windows

These check boxes should be enabled.

Oracle
Overview Manage Agreements x Edit Document (Blanket Purchase Agreement): OT420004 x

Edit Document (Blanket Purchase Agreement): OT420004 ★

Manage Approvals View PDF Actions Save Submit Cancel

Last Saved 5/8/22 12:06 AM

Main Controls Contract Terms

Business Unit Access ⓘ

Actions View Format + X Freeze Detach Wrap Add All Business Units

* Requisitioning BU	Order Locally	* Purchasing Site	Ship-to Location	Bill-to BU	Bill-to Location	Enabled
014 US Business Units	<input type="checkbox"/>	ABC	0T14_Loc_0	014 US Business Units	0T14_Loc_0	<input checked="" type="checkbox"/>

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Activate Windows
Go to Settings to activate Windows

Click on manage approvals

Oracle
Overview Manage Agreements x Edit Document (Blanket Purchase Agreement): OT420004 x

Manage Approvals ⓘ

Note to Approver

Options Apply Reset

Section	Stage or Participant
1	Terms Stage
1.1	Parallel
1.1.1	Peter Taylor - Serial Terms Approval

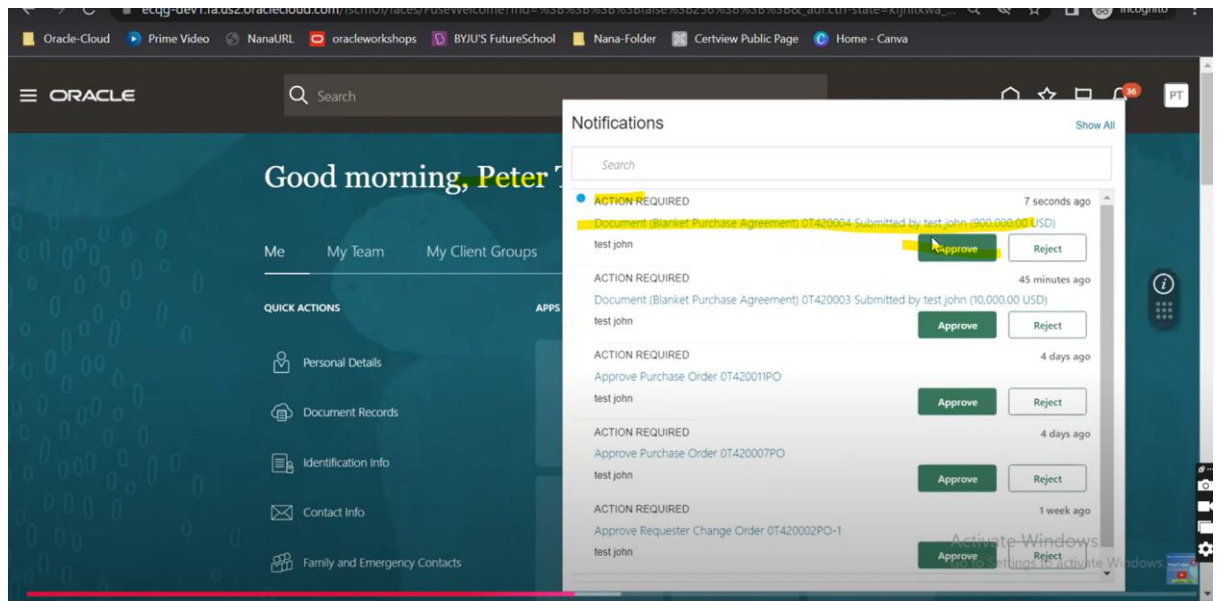
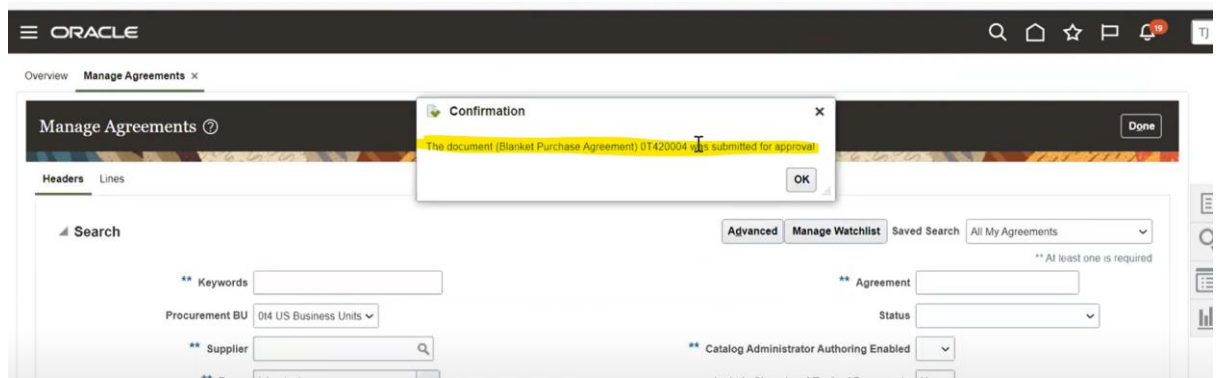
Terms Stage

Peter Taylor

Activate Windows
Go to Settings to activate Windows

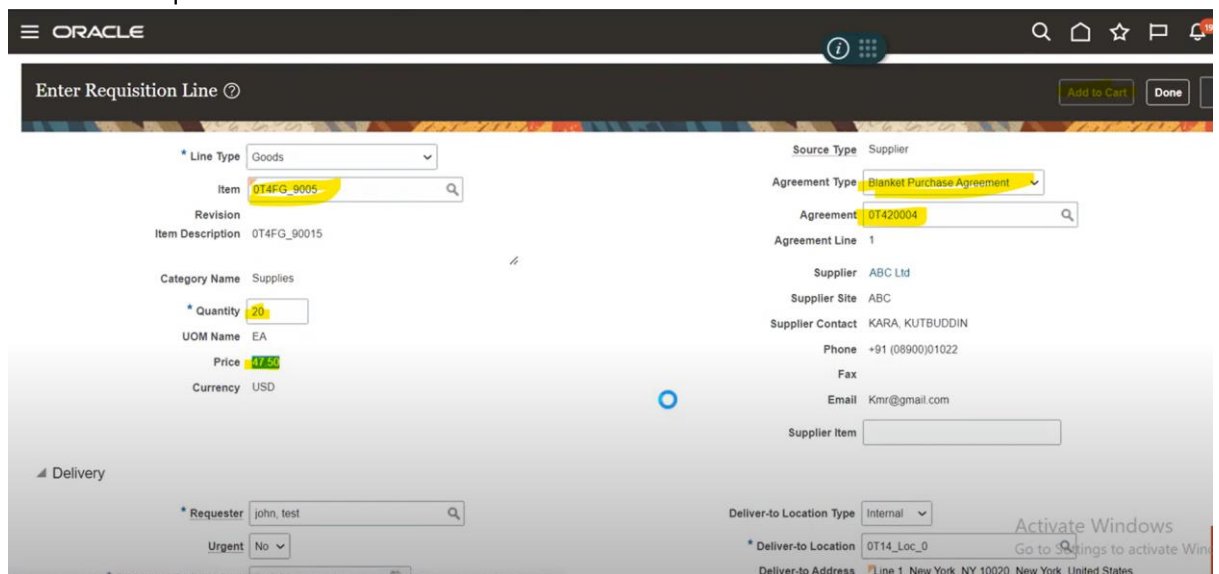
We can note down the approver name.

Submit it



The BPA has to be approved by the approver.

Create the requisition



Review

Total 950.00

Rows Selected 1

Line 1: Details

Delivery

* Requester john_test

Urgent No

* Requested Delivery Date 5/15/22

Suggested Buyer john_test

Deliver-to Location Type Internal

* Deliver-to Location OT14_Loc_0

Deliver-to Address Line 1, New York, NY 10020, New York, United States

Destination Type Expense

Billing

View Format Freeze Detach Wrap

Project Costing Details

Project Number	Task Number	Expenditure Item Date	Expenditure Type	Expenditure Organization	Charge Account Nickname	Charge Account	* Percentage	Quantity	Amount (USD)	Delete
						01-310-2520-01	100	20	950.00	
Total							100	20	950.00	

Notes and Attachments

Add the suggested buyer
Submit it

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Requisitions

Shop by Category Search

Requester test john

Recent Requisitions

Requisition Number	Description	Status
0141031US	OT4FG_90015	Pending approval
0141030US	OT4FG_90015	Approved
0141029US	Test	Approved
0141028US	Test	Approved
0141027US	Test item	Approved

Recent Purchases

Confirmation: Requisition 0141031US was submitted

View PDF OK

DESC test OT4FG_9001

\$45.00 EA \$4,500.00 EA \$5,600.00 \$300.00 EA

Requisition was created successfully.
Goto manage requisitions

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Manage Requisitions

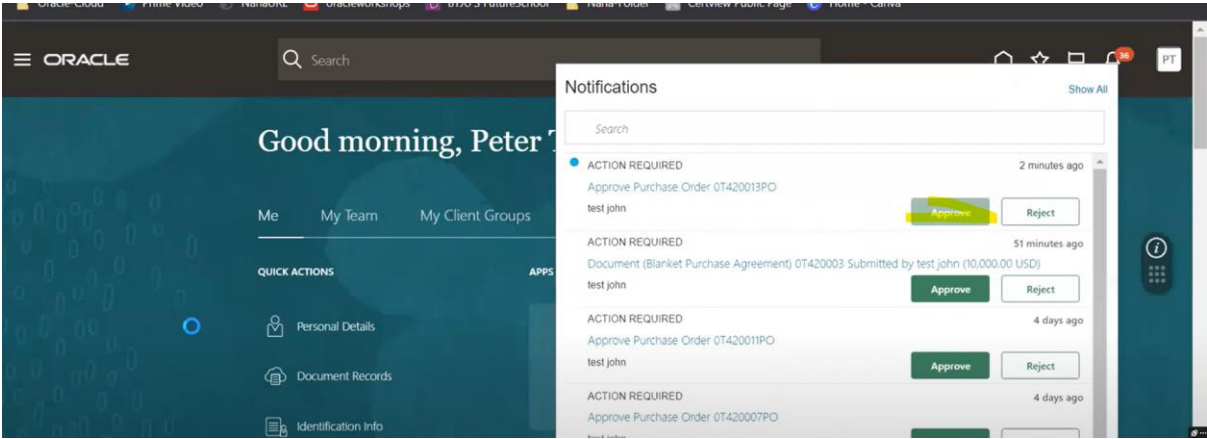
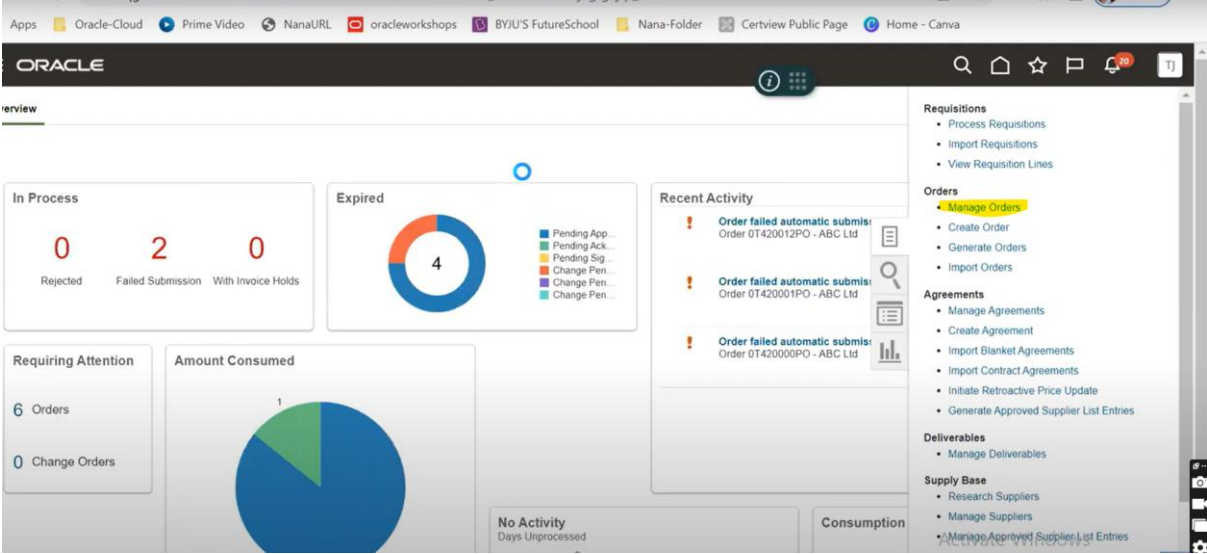
Search

Advanced Manage Watchlist Saved Search Requisitions 1 Entered

Search Results

Requisition	Description	Creation Date	Approval Amount	Status	Funds Status	Order
0141030US	OT4FG_90015	5/7/22	21,375.00 USD	Approved		OT420012PO
0141029US	Test	4/24/22	52,000.00 USD	Approved		
0141028US	Test	4/24/22	52,000.00 USD	Approved		OT420003PO
0141027US	Test item	4/24/22	11,500.00 USD	Approved		OT420004PO
0141026US	test	4/23/22	6,000.00 USD	Approved		OT420002PO
0141025US	test	4/10/22	30,000.00 USD	Incomplete		
0141024US	test	4/10/22	4,500.00 USD	Rejected		
0141023US	test	4/10/22	6,000.00 USD	Incomplete		
0141022US	test	3/13/22	0	Incomplete		
0141021US	test	3/6/22	6,000.00 USD	Approved		OT420004PO
0141017US	OT4FG_9001	3/6/22	600.00 USD	Approved		

Manage orders



Po is created and waiting for approval, approve it

The screenshot shows the Oracle Order Management search results table. The table has the following columns: Sold-to Legal Entity, Order, Description, Supplier, Ordered, Currency, Status, Funds Status, Change Order Funds Status, Life Cycle, Change Order, and Creation. The data row shows:

Sold-to Legal Entity	Order	Description	Supplier	Ordered	Currency	Status	Funds Status	Change Order Funds Status	Life Cycle	Change Order	Creation
004 US Legal En...	0T420013PO		ABC Ltd	950.00	USD	Open					5/8/22