

Professional Buyer Work Center (BWC)

Buyer Work Center is the most comprehensive dashboard, which has been added in Oracle Purchasing (Release 12) to cater all the requirements for a professional buyer.

BWC encompasses the following features to make it a standalone place for a professional buyer. Buyers can use BWC to

- ü Manage Suppliers
- ü Access and Manage Requisitions
- ü Access and Manage Purchase Orders/Agreements
- ü Seeded and Personalized view panels for Requisitions/POs
- ü Integration with procurement contracts
- ü Can Leverage MOAC across all operating units

Manage Suppliers Creation/Updation of Suppliers has been moved to BWC in release 12.

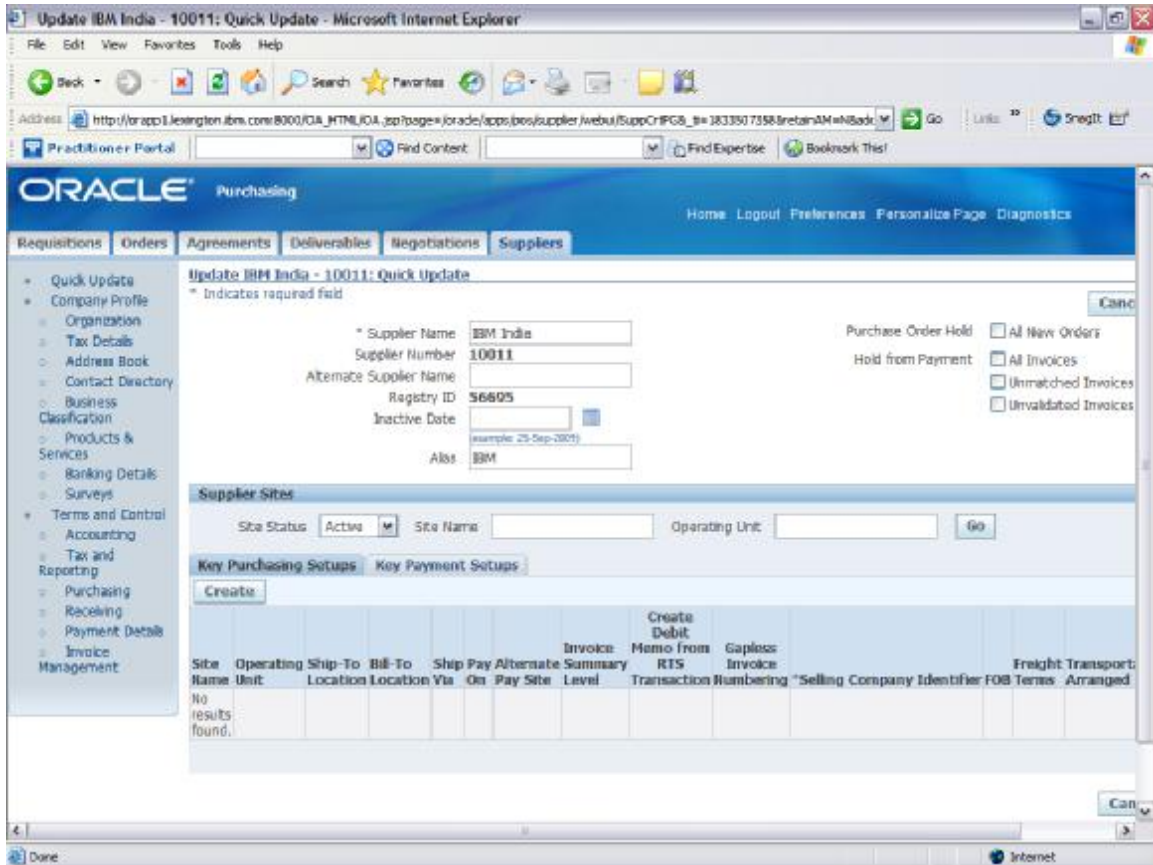
Buyer Work Center->Suppliers->Create Suppliers

The screenshot shows the 'Create Supplier' form in the Oracle Purchasing application. The browser window title is 'Create Supplier - Microsoft Internet Explorer'. The address bar shows the URL: http://orap11.lewington.its.com:8000/OA_HTML/OA.jsp?page=oracle/apps/bos/supplier/webui/SuppSumPG90ASP=PO6_HT_SP_B_SUPP&re. The form is titled 'Suppliers > Create Supplier' and includes a note: '* Indicates required field'. The form fields are as follows:

Supplier Type	Standard supplier
* Organization Name	IBM India
Alias	IBM
Name Pronunciation	
D-U-I-S Number	
IURL	
Context Value	Myc:include.html?
Country of Origin	
Tax Registration Number	
Taxpayer ID	

The form has 'Cancel' and 'Apply' buttons at the top right and bottom right. The footer of the page includes 'About this Page', 'Privacy Statement', and 'Copyright (c) 2006, Oracle. All rights reserved.'

Enter the required details for a Supplier and click on Apply button to save changes and to create supplier sites as shown in the below slide.



Once, supplier is created, user can search/view/update the supplier details from BWC via **Buyer Work Center->Suppliers**

The screenshot displays the Oracle Purchasing interface for the Suppliers section. The search form includes the following fields:

- Supplier Name: IBM India
- Supplier Number: (empty)
- Taxpayer ID: (empty)
- Tax Registration Number: (empty)
- DUNS Number: (empty)

The search results table is as follows:

Supplier Name	Supplier Number	Parent Supplier Name	Taxpayer ID	Tax Registration Number	DUNS Number	Update
IBM India	10011					[Update]
IBM India Pvt Ltd	20207	Advanced Sterilization Products				[Update]

The 'To Do List' on the right side includes the following items:

- New Supplier Requests (0)
- Prospective Supplier Registrations (0)
- Supplier Address Requests (0)
- Supplier Contract Requests (0)
- Supplier Business Classification Requests (1)
- Supplier Product and Service Requests (2)
- Supplier Bank Account Requests (0)

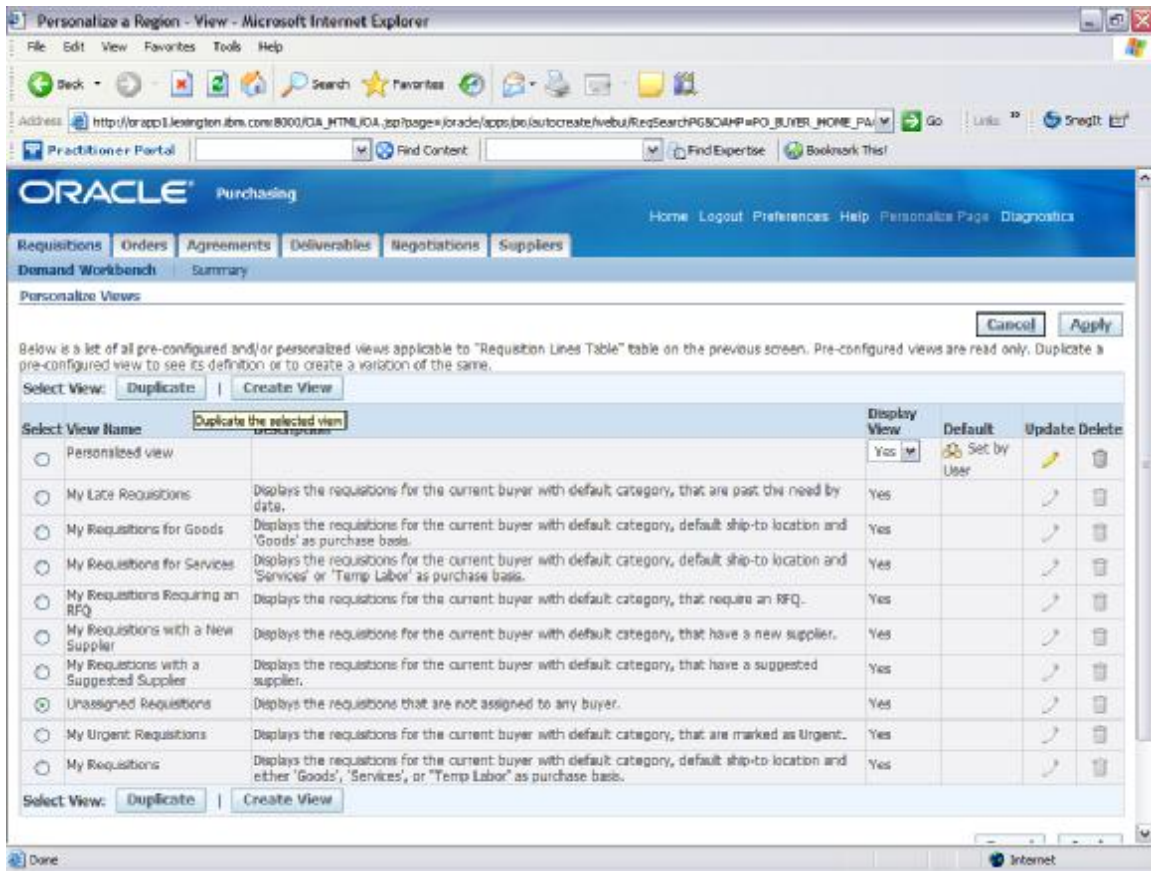
Demand Workbench-Requisitions

User can work on his/group's requisitions via Demand workbench. User can use the Seeded/Personalized views to query requisitions. The demand workbench uses MOAC architecture to display requisitions.

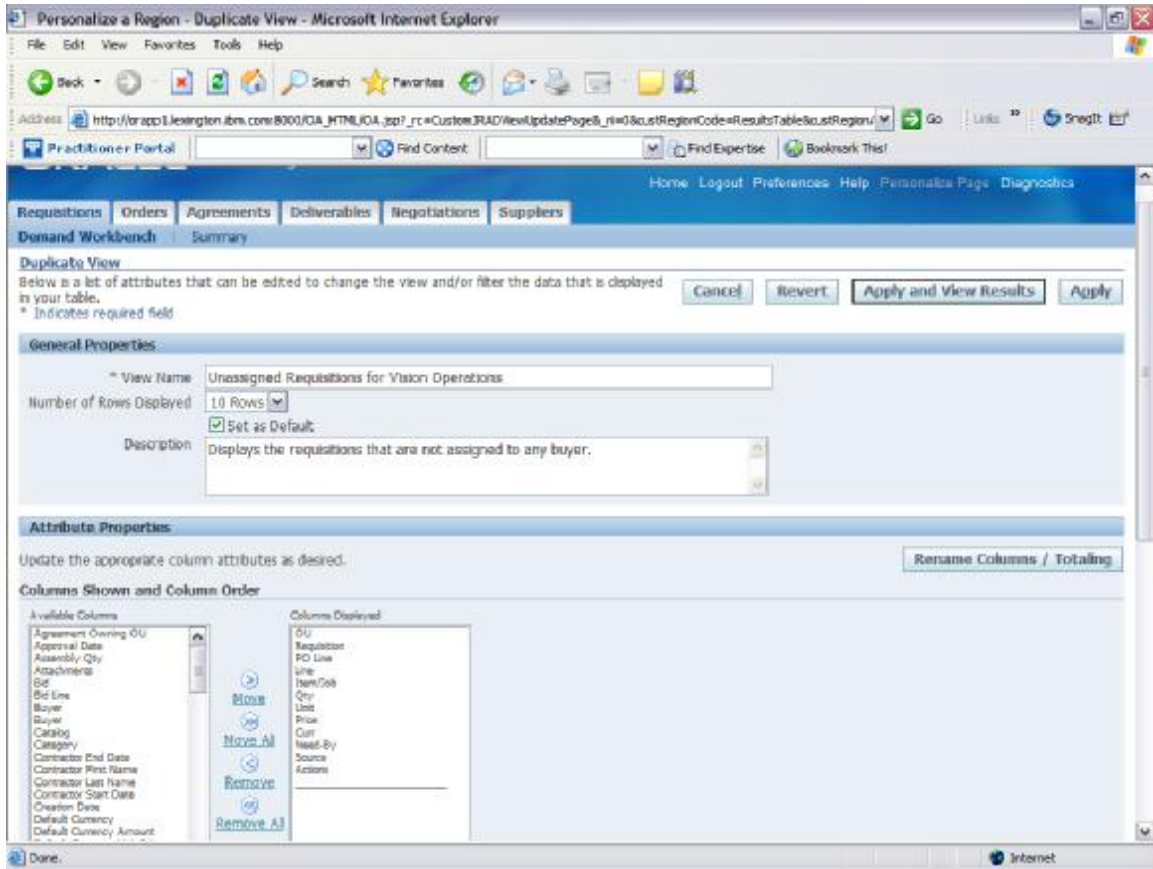
The screenshot shows the Oracle Purchasing Demand Workbench interface in a Microsoft Internet Explorer browser. The browser's address bar displays the URL: http://orapp1.lexington.ibm.com:8000/OA_HTML/OA.jsp?page=oracle/apps/bc/autocreate/vebu/ReqSearchPGSOANP+PO_BUYER_HOME_PA. The Oracle Purchasing logo is at the top left, and navigation links for Home, Logout, Preferences, Help, Personalize Page, and Diagnostics are at the top right. A menu bar includes Requisitions, Orders, Agreements, Deliverables, Negotiations, and Suppliers. The main content area is titled 'Demand Workbench' and 'Summary'. A 'Views' section contains a dropdown menu with options like 'My Requisitions for Goods', 'My Late Requisitions', 'My Requisitions', 'My Requisitions for Services', 'My Requisitions Requiring an RFQ', 'My Requisitions with a New Supplier', 'My Requisitions with a Suggested Supplier', 'My Urgent Requisitions', 'Personalized view', and 'Unassigned Requisitions'. A 'Personalize' button is visible next to the dropdown. Below the menu is a table of requisitions with columns for Unit, Price/Curr, Need-By, and Source. The table contains three rows of data. A 'Document Builder' sidebar is on the right, showing options for Personalize Flow Layout, Type (New Order), *OU (Vision Operations), and Number of Lines (0). The footer includes 'About this Page', 'Privacy Statement', and 'Copyright (c) 2008, Oracle. All rights reserved.'

Unit	Price/Curr	Need-By	Source	ACTIONS
1 Each	10 USD	07-Aug-2009 21:00:00		
2 EA	100 USD	10-Aug-2009 00:00:00	Abell Manufacturing DANVILLE CT 3332	
1 EA	111 USD	09-Aug-2009 00:00:00	Staples STAPLES LA 1316	

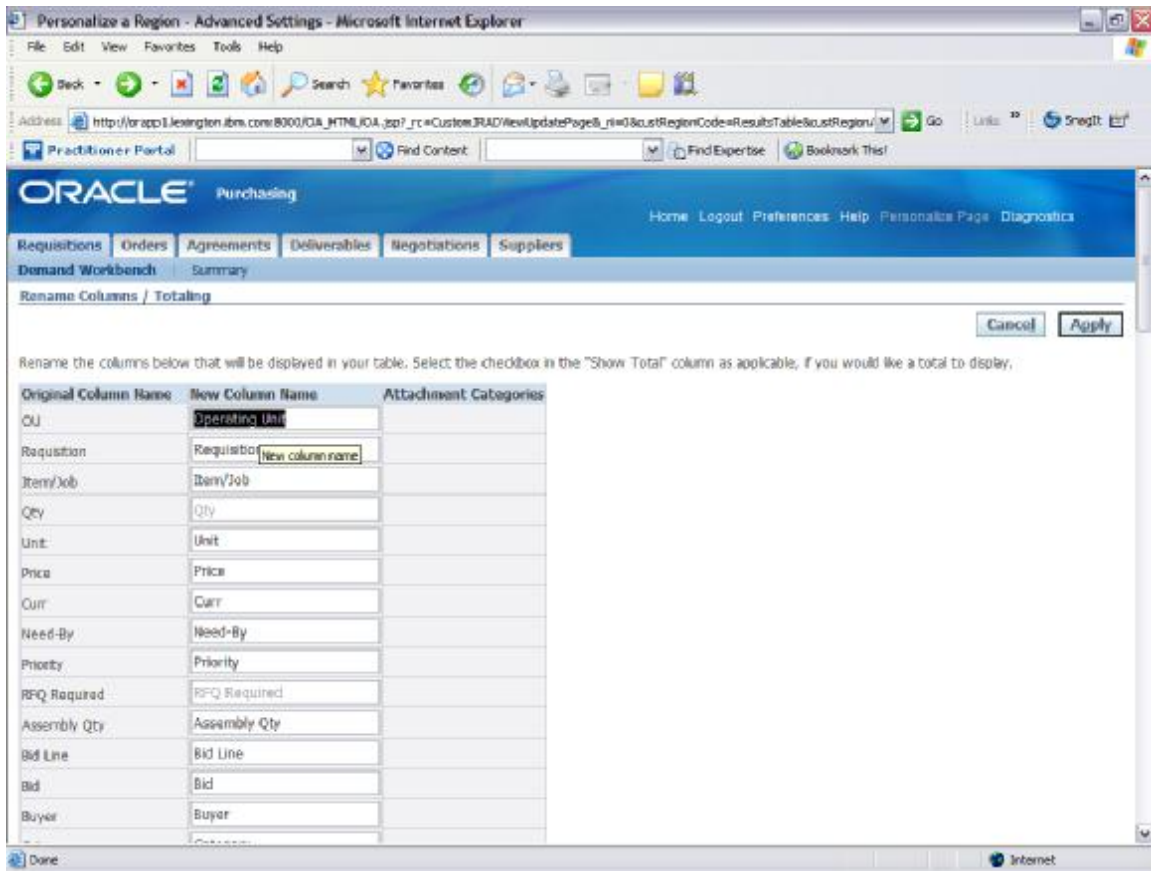
User can click on the **Personalize** button to create his own view for requisitions.



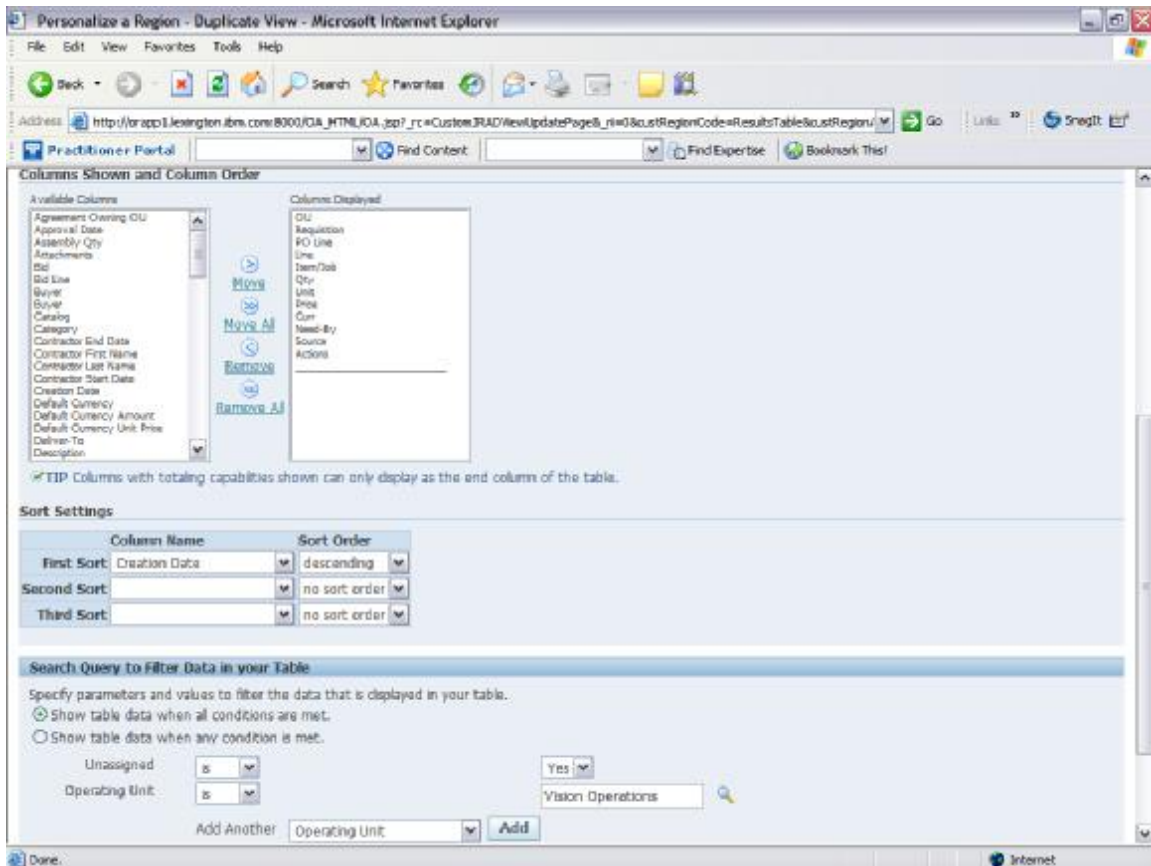
Let's select "Unassigned Requisitions", duplicate it and create a view "Unassigned Requisitions for Vision Operations".



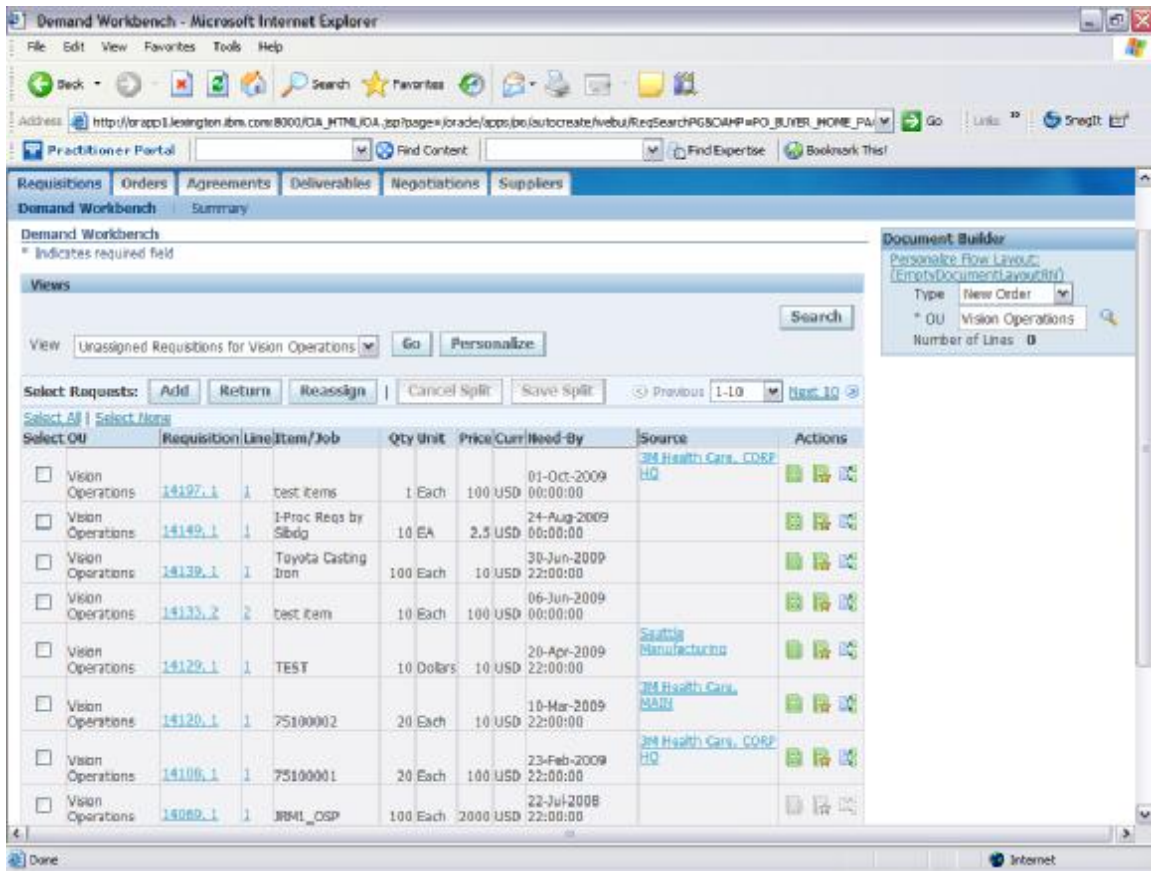
User can choose the columns to be displayed in the Result Set as shown above and rename the result columns by clicking on “Rename Columns/Totaling” as shown blow.



User can provide additional condition for Operating Unit as shown below.

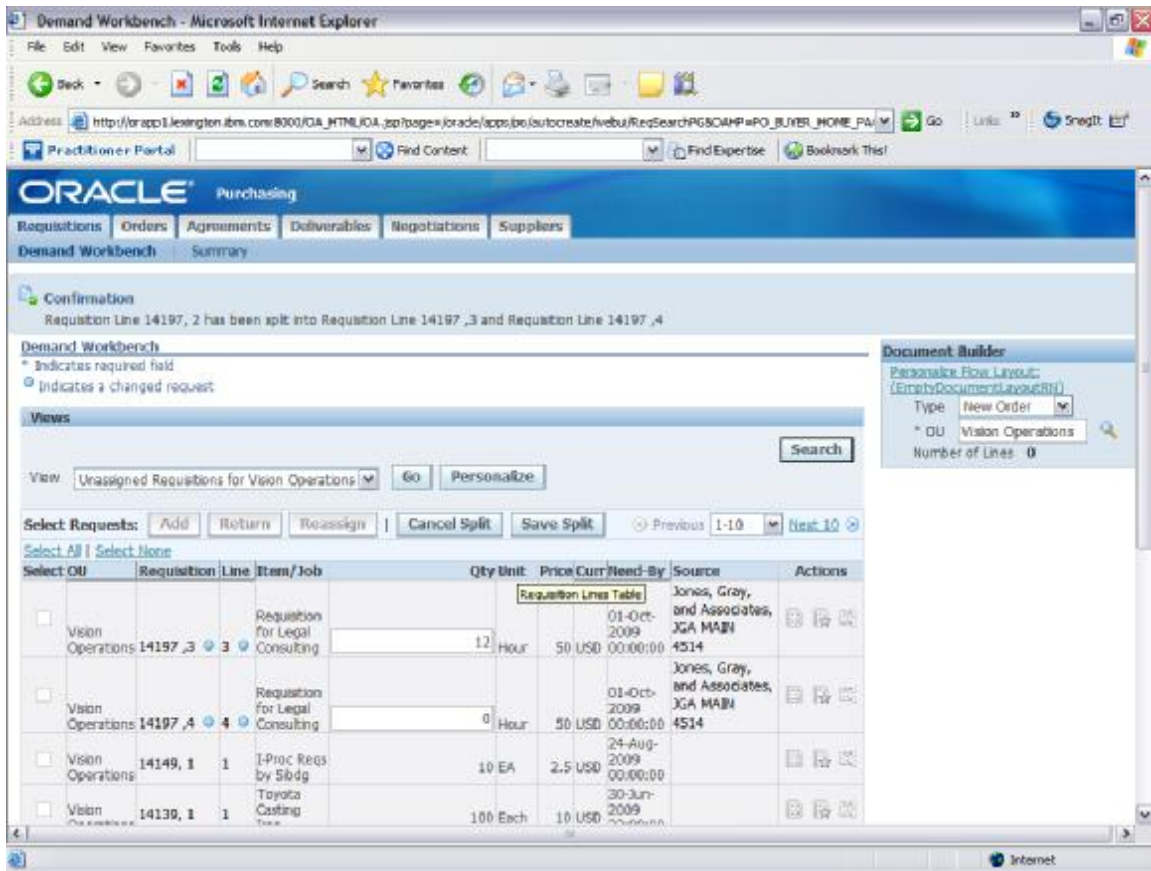


Once additional criteria are provided, click on the Apply button to save the changes and see the view: Unassigned Requisitions for Vision Operations.



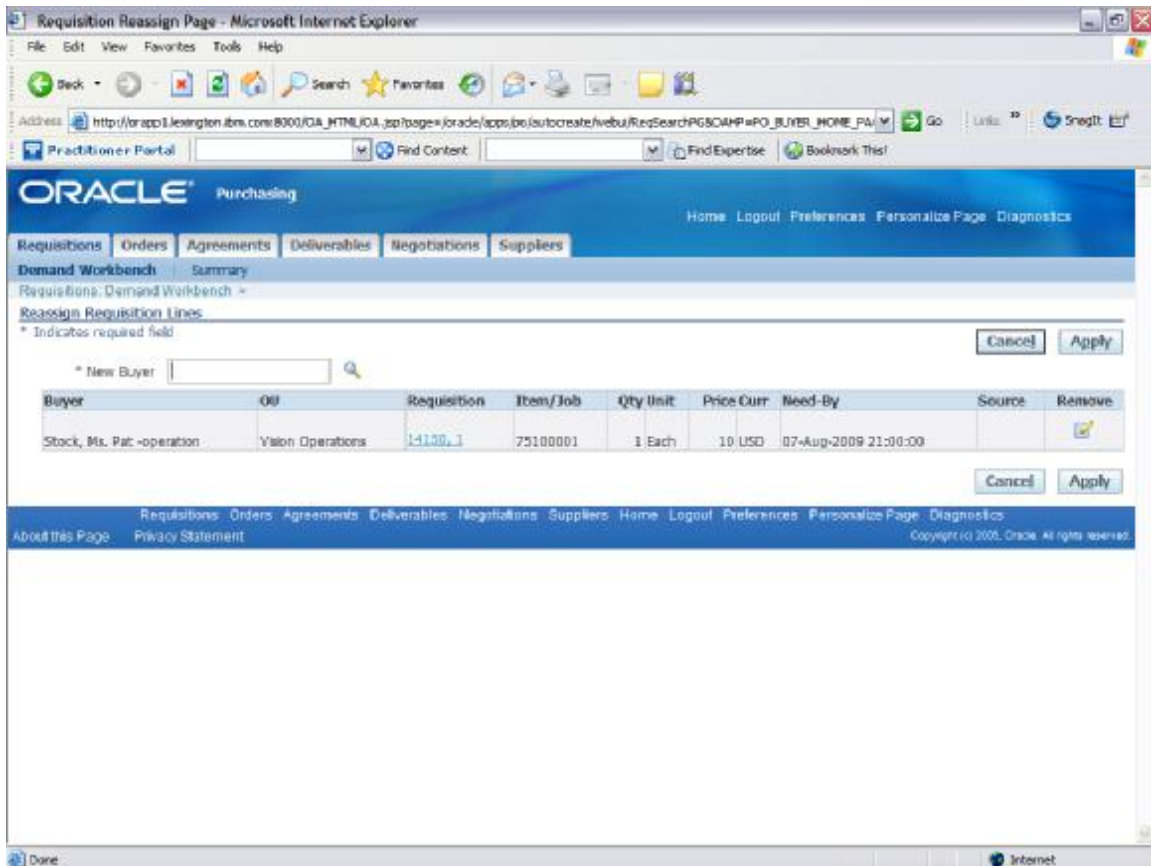
Manage Demand for Requisitions:

User can Split a Requisition line into multiple requisitions by clicking on the Split button.

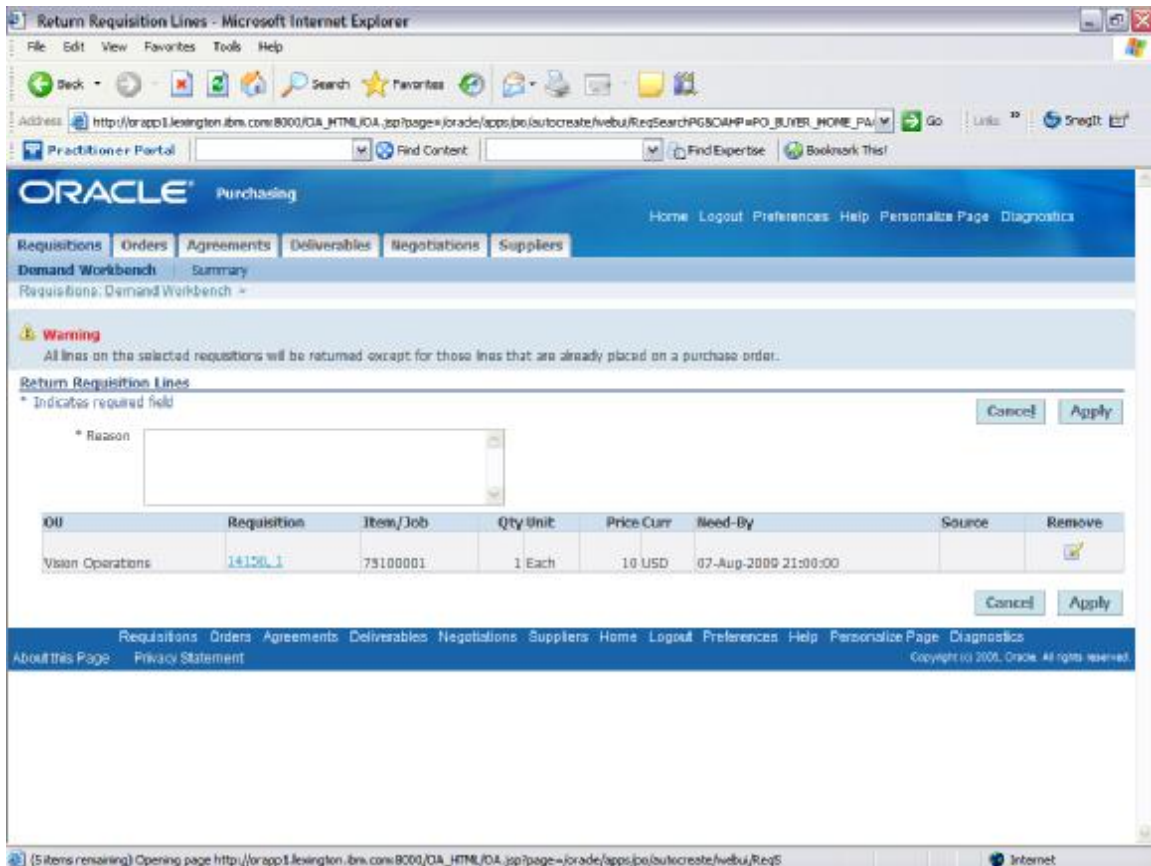


Once, a requisition is Split, user can save/discard the changes as displayed above.

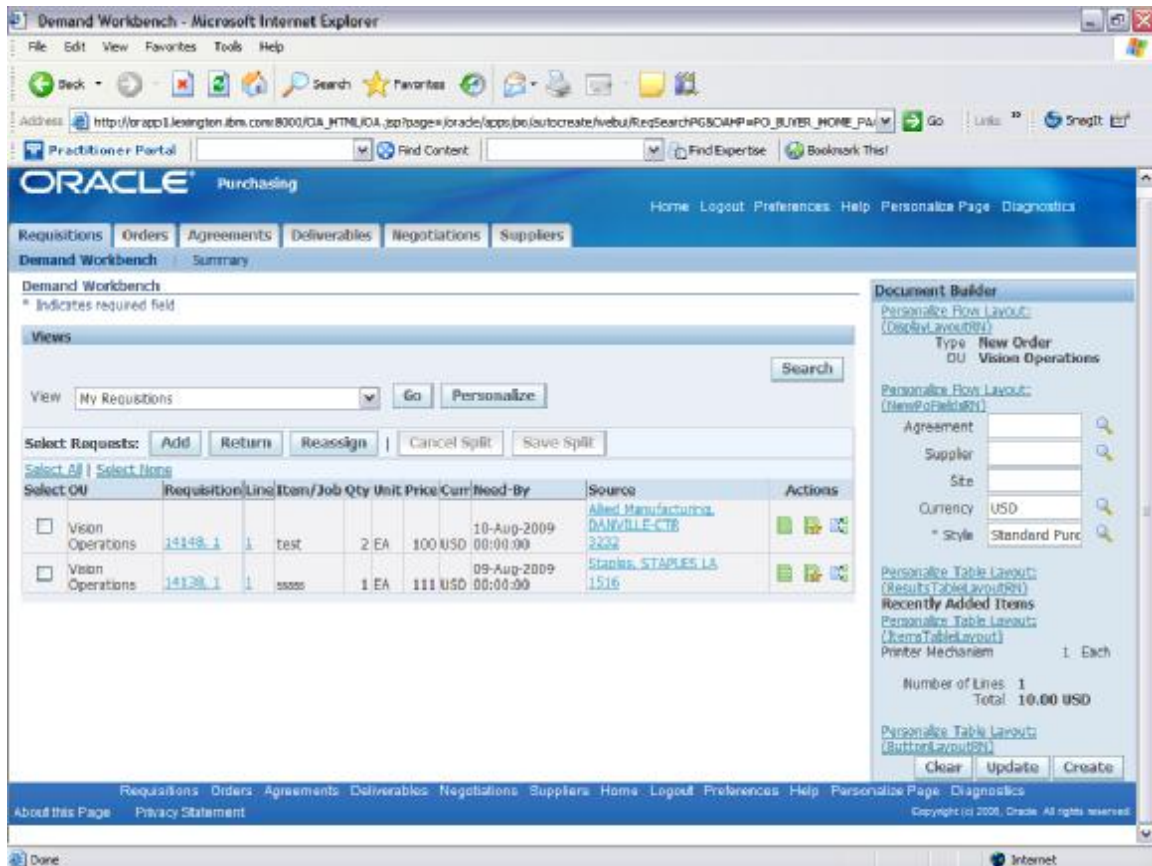
User can Re-assign a requisition to another buyer by selecting a particular Requisition and clicking on Reassign button.



Similarly, User can return a particular Requisition by selecting a requisition and clicking on Return button.

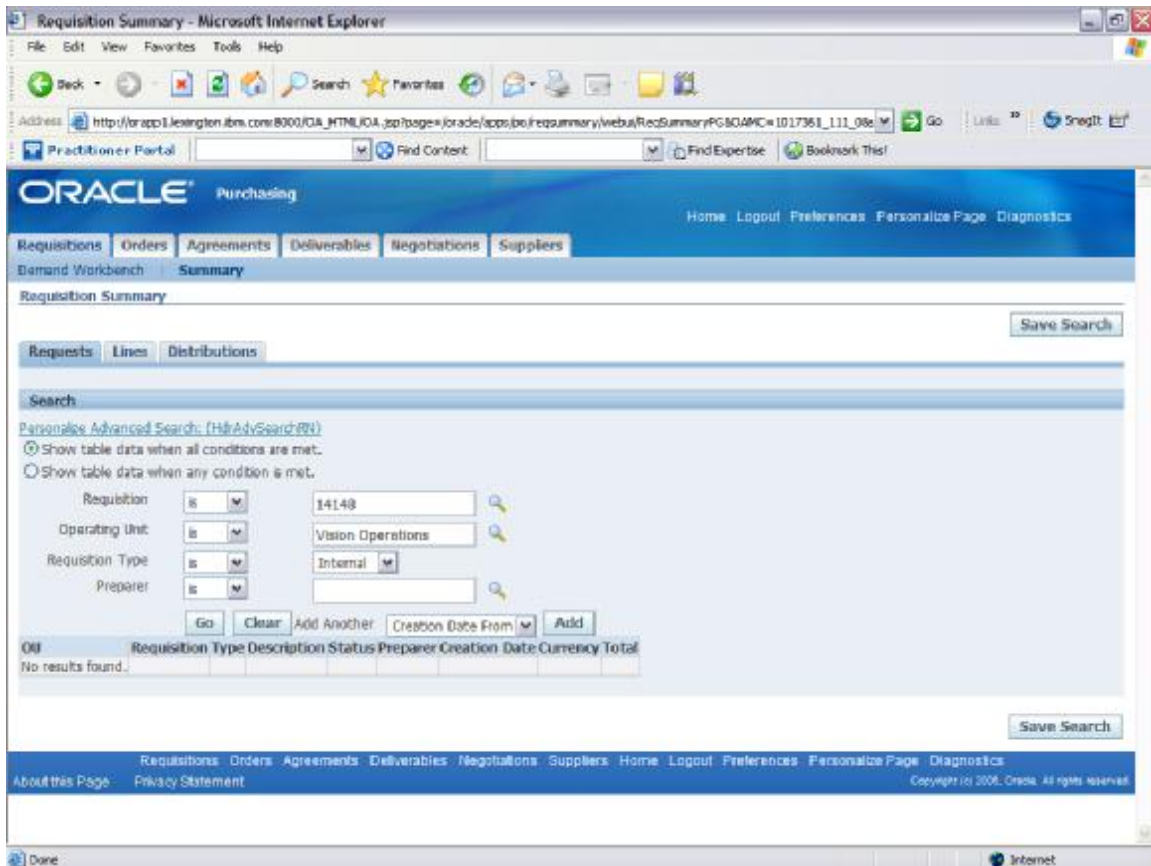


Buyer can create a Purchase Order (PO) from the requisition by selecting the Requisition lines and clicking on the Add button.



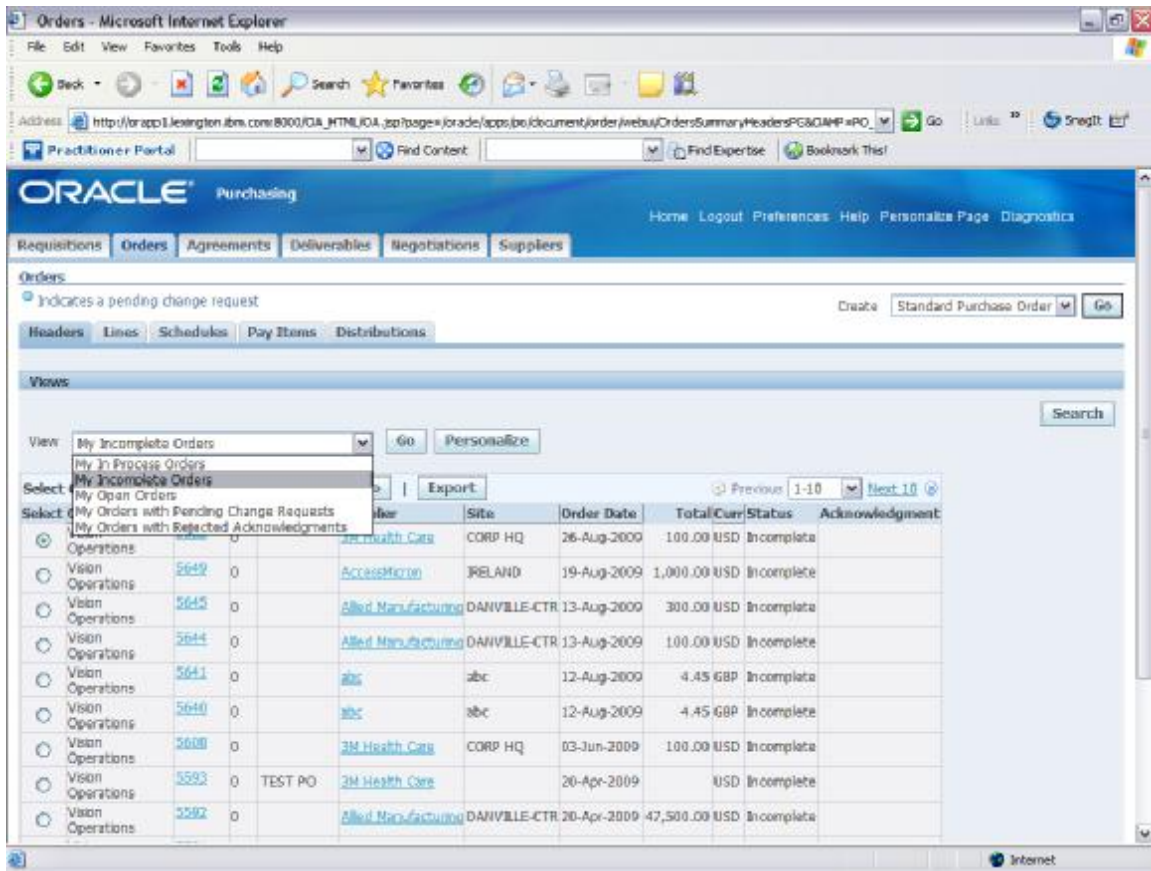
Demand Workbench->Summary

User can view the summarized view of Requisitions.



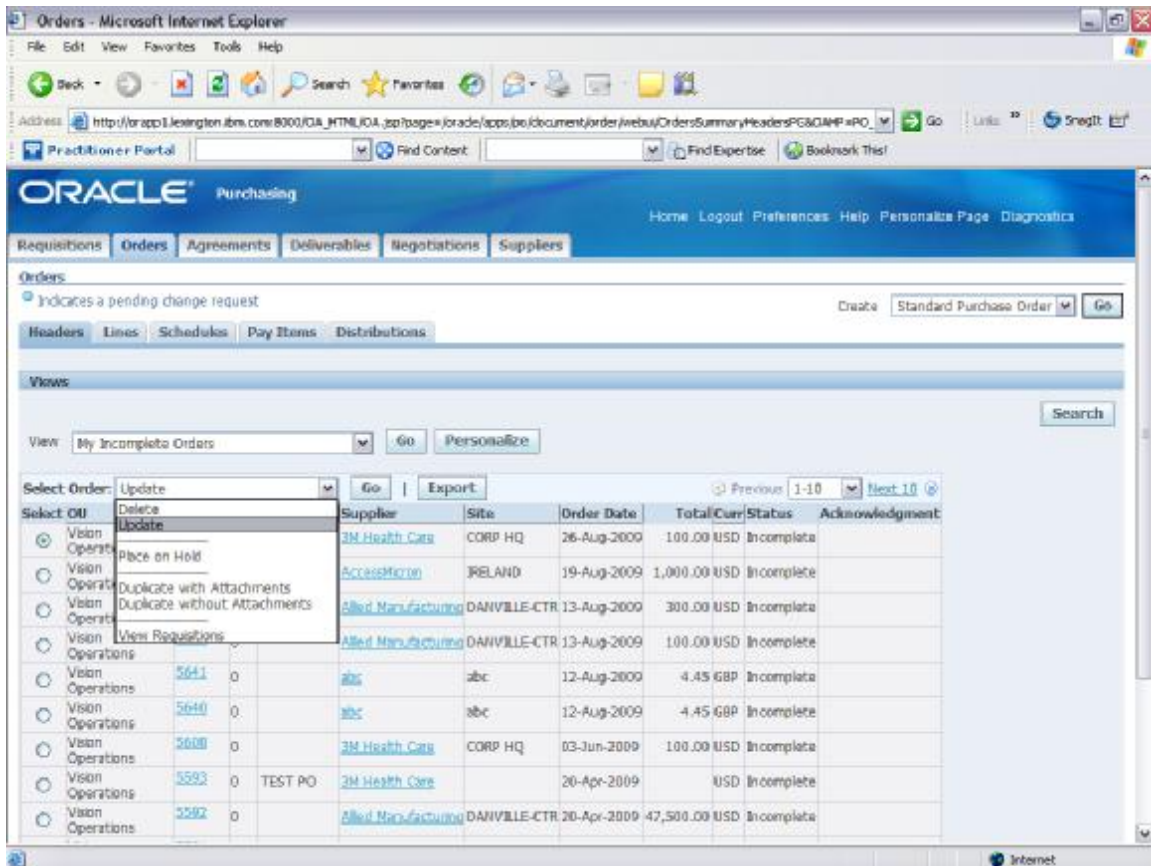
Demand Workbench-Orders

User can view Purchase Orders using the Seeded/Personalized views.



User can perform the following actions on a particular PO from the dashboard itself.

- § Update a PO
- § Delete a PO
- § Place on Hold
- § Duplicate with attachments
- § Duplicate without attachments
- § View Requisitions

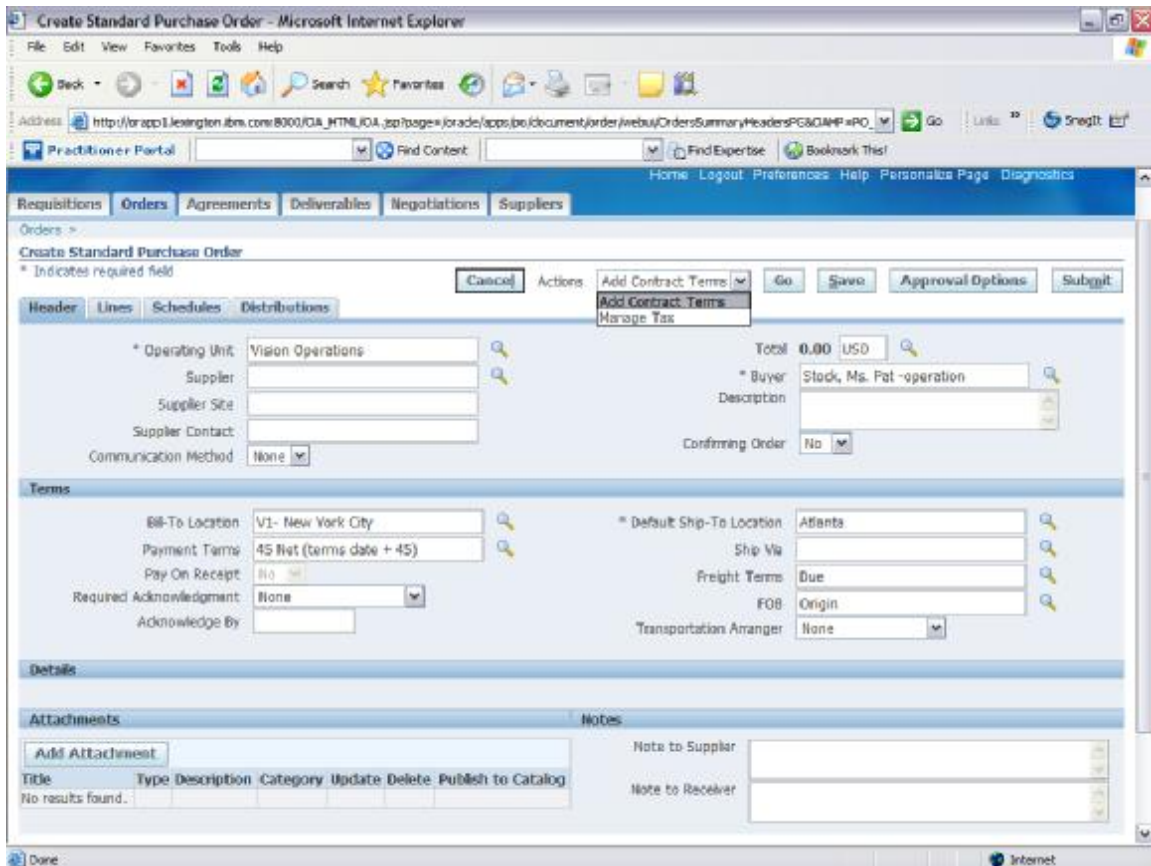


User can also create a Standard Purchase Order from the dashboard as shown:

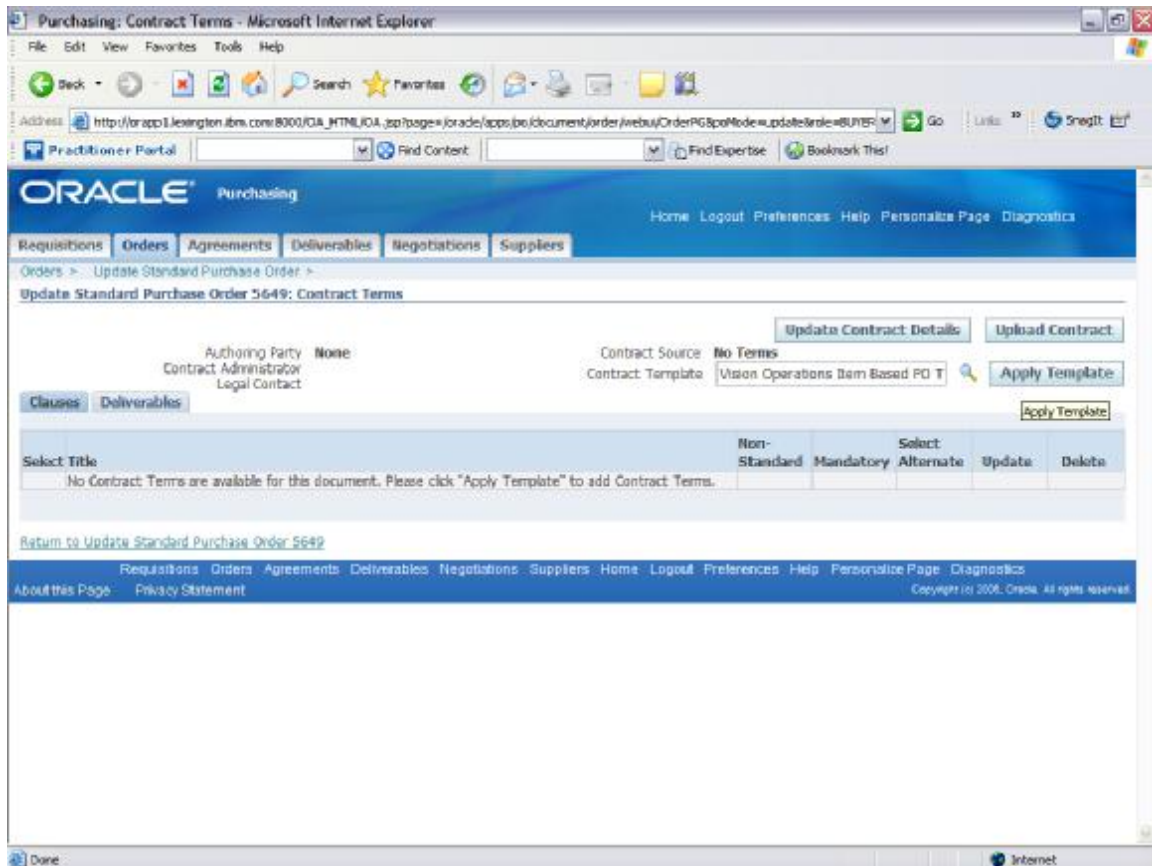
The screenshot displays the Oracle Purchasing interface. At the top, there are navigation tabs for Requisitions, Orders, Agreements, Deliverables, Negotiations, and Suppliers. The 'Orders' tab is active. Below the tabs, there are buttons for 'Headers', 'Lines', 'Schedules', 'Pay Items', and 'Distributions'. A 'Create' dropdown menu is open, showing 'Standard Purchase Order' as the selected option. Below this, there is a 'Views' section with a dropdown menu set to 'My Incomplete Orders' and a 'Search' button. The main content area shows a table of orders with the following data:

Select OUI	Order	Rev	Description	Supplier	Site	Order Date	Total/Curr	Status	Acknowledgment
<input checked="" type="radio"/>	Vision Operations 5663	0		3M Health Care	CORP HQ	26-Aug-2009	100.00 USD	Incomplete	
<input type="radio"/>	Vision Operations 5649	0		AccessHeron	IRELAND	19-Aug-2009	1,000.00 USD	Incomplete	
<input type="radio"/>	Vision Operations 5645	0		Allied Manufacturing	DANVILLE-CTR	13-Aug-2009	300.00 USD	Incomplete	
<input type="radio"/>	Vision Operations 5644	0		Allied Manufacturing	DANVILLE-CTR	13-Aug-2009	100.00 USD	Incomplete	
<input type="radio"/>	Vision Operations 5641	0		abc	abc	12-Aug-2009	4.45 GBP	Incomplete	
<input type="radio"/>	Vision Operations 5640	0		abc	abc	12-Aug-2009	4.45 GBP	Incomplete	
<input type="radio"/>	Vision Operations 5608	0		3M Health Care	CORP HQ	03-Jun-2009	100.00 USD	Incomplete	
<input type="radio"/>	Vision Operations 5593	0	TEST PO	3M Health Care		20-Apr-2009	USD	Incomplete	
<input type="radio"/>	Vision Operations 5592	0		Allied Manufacturing	DANVILLE-CTR	20-Apr-2009	47,500.00 USD	Incomplete	

New Standard PO with default values from Supplier/Site and User preferences

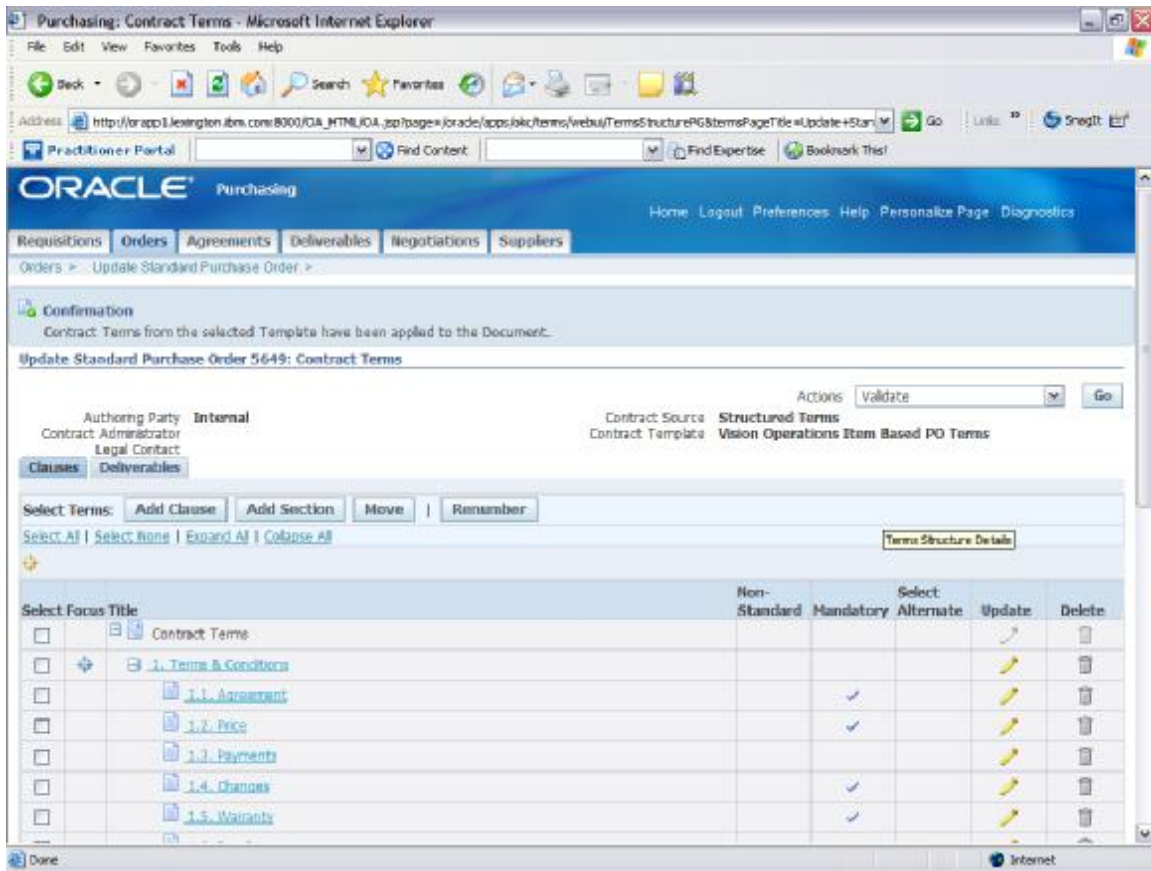


User can add Contract Terms by clicking on **Add Contract Terms** and selecting a particular Contract Template.



Once user clicks on **Apply Template**, the contract template with clauses is added to the Purchase Order.

User can update a particular section of contract term and add additional clauses.



Demand Workbench-Agreements

User can view Agreements using the Seeded/Personalized views.

The screenshot displays the Oracle Purchasing interface in a Microsoft Internet Explorer browser window. The page title is "Agreements - Microsoft Internet Explorer". The address bar shows the URL: http://orapp1.livingston.ibm.com:8000/OA_HTML/OA.jsp?page=oracle/apps/bc/document/agreement/webui/agreementsSummaryHeadersPG3. The Oracle Purchasing logo is visible at the top left, and navigation links like "Home", "Logout", "Preferences", "Help", "Personalize Page", and "Diagnostics" are at the top right. The main navigation bar includes "Requisitions", "Orders", "Agreements", "Deliverables", "Negotiations", and "Suppliers".

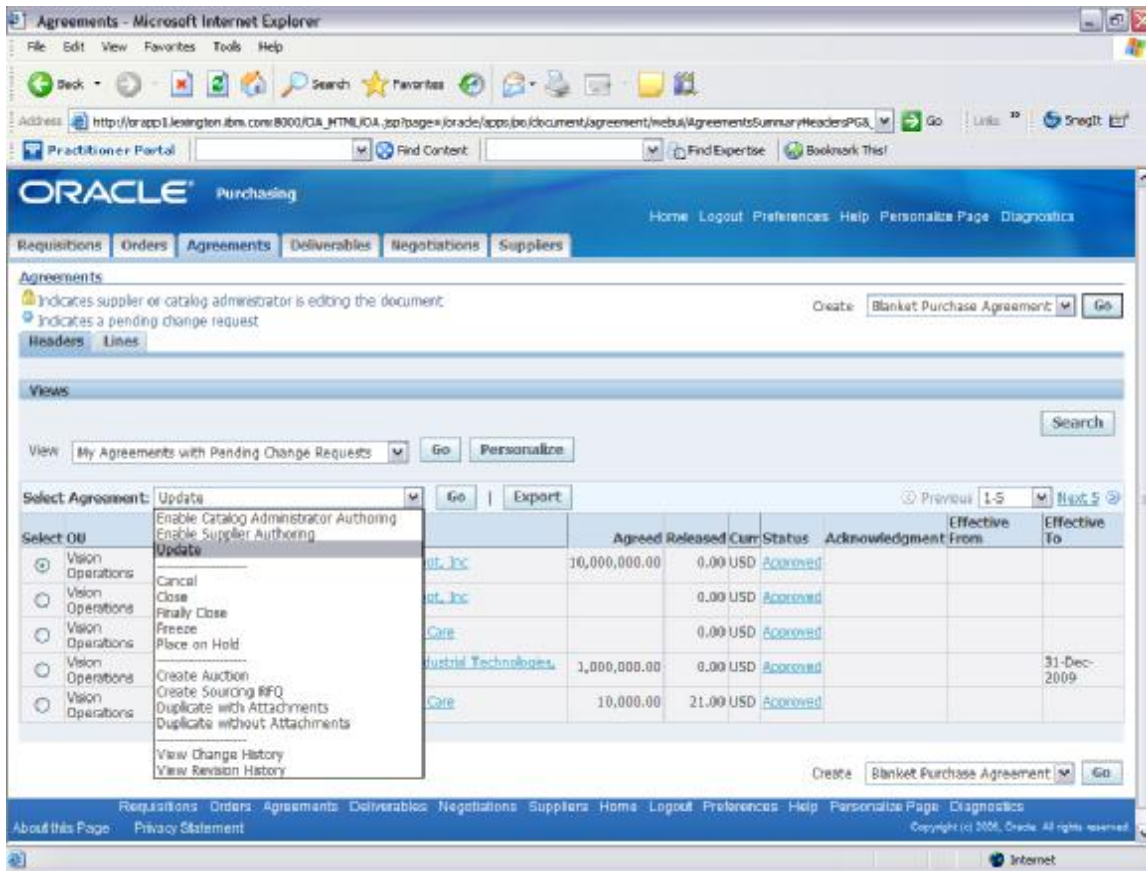
The "Agreements" section is active, showing a "Create" dropdown menu set to "Blanket Purchase Agreement" and a "Go" button. Below this, there are tabs for "Headers" and "Lines". A "Views" section contains a "View" dropdown menu (set to "Personalized view for Blanket PA") and a "Personalize" button. A "Select" dropdown menu is open, listing options: "Personalized view for Blanket PA", "My Agreements with Pending Change Requests", "My Agreements with Rejected Acknowledgments", "My Expiring Agreements", and "My Incomplete Agreements".

The main table displays a list of agreements with the following columns: Item, Quantity, Supplier, Agreed, Released, Cum, Status, Acknowledgment, Effective From, and Effective To. The data rows are as follows:

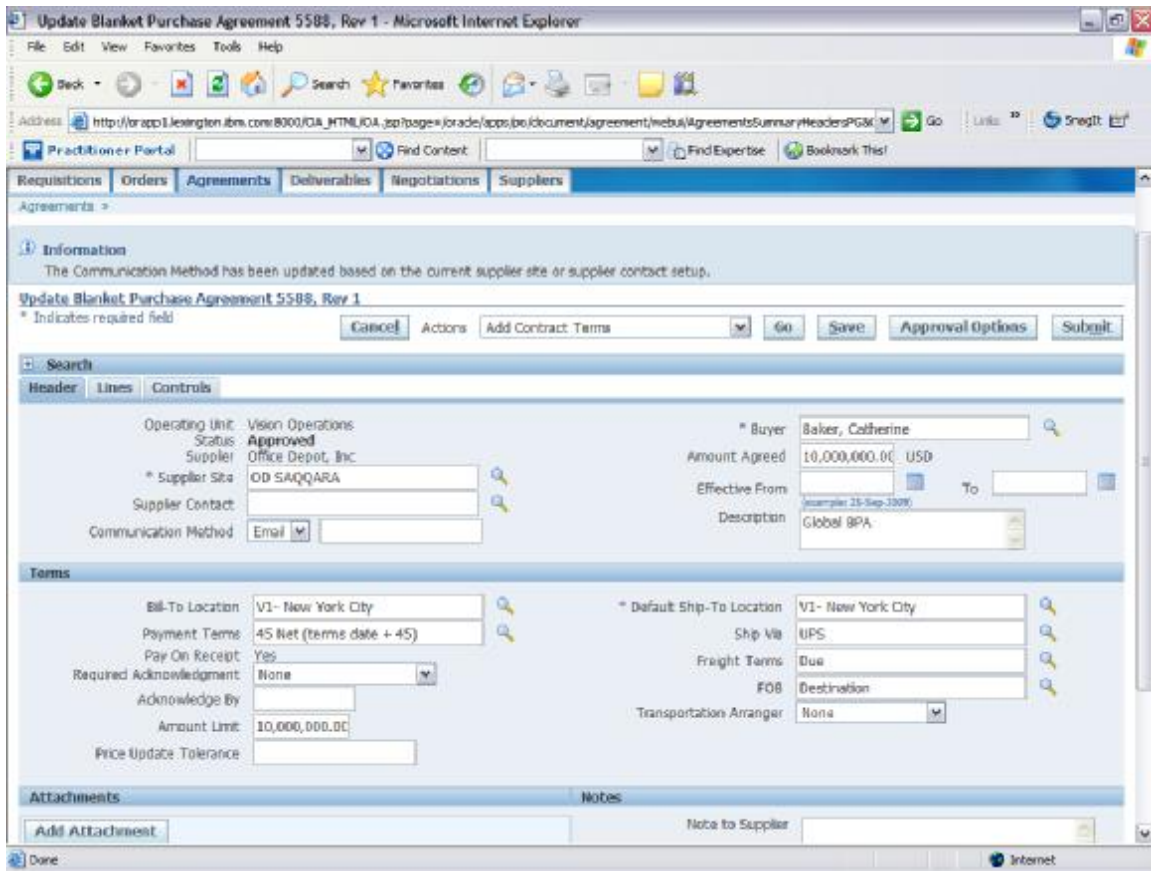
Item	Quantity	Supplier	Agreed	Released	Cum	Status	Acknowledgment	Effective From	Effective To
Vision Operations 5588	1	Global BPA Office Depot, Inc	10,000,000.00		0.00 USD	Approved			
Vision Operations 5584	0	Office Depot, Inc			0.00 USD	Approved			
Vision Operations 5574	0	3M Health Care			0.00 USD	Approved			
Vision Operations 5558	0	Applied Industrial Technologies, Inc	1,000,000.00		0.00 USD	Approved			31-Dec-2009
Vision Operations 5539	0	3M Health Care	10,000.00		21.00 USD	Approved			

At the bottom of the table, there is another "Create" dropdown menu set to "Blanket Purchase Agreement" and a "Go" button. The footer of the page includes "About this Page", "Privacy Statement", and "Copyright (c) 2006, Oracle. All rights reserved."

User can perform various actions (as shown in the next slide) on the Agreement from the dashboard itself.



User can update a particular Agreement by selecting the agreement and clicking the Update button.



User can then add Contract Terms from the Actions defined at the Agreement level.

Update Blanket Purchase Agreement 5588, Rev 1 - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://orapp1.lexington.ibm.com:8000/OA_HTML/OA.jsp?page=oracle/apps/bp/document/agreement/webui/agreementsSummary/headersPG3K Go Links 29 Sregit

Practitioner Portal Find Content Find Expertise Bookmark This

Requisitions Orders **Agreements** Deliverables Negotiations Suppliers

Agreements >

Information
The Communication Method has been updated based on the current supplier site or supplier contact setup.

Update Blanket Purchase Agreement 5588, Rev 1

* Indicates required field Actions

Search

Header Lines Controls

Operating Unit: Vision Operations
Status: **Approved**
Supplier: Office Depot, Inc
* Supplier Site: OD SAQQARA
Supplier Contact:
Communication Method: Email

Terms

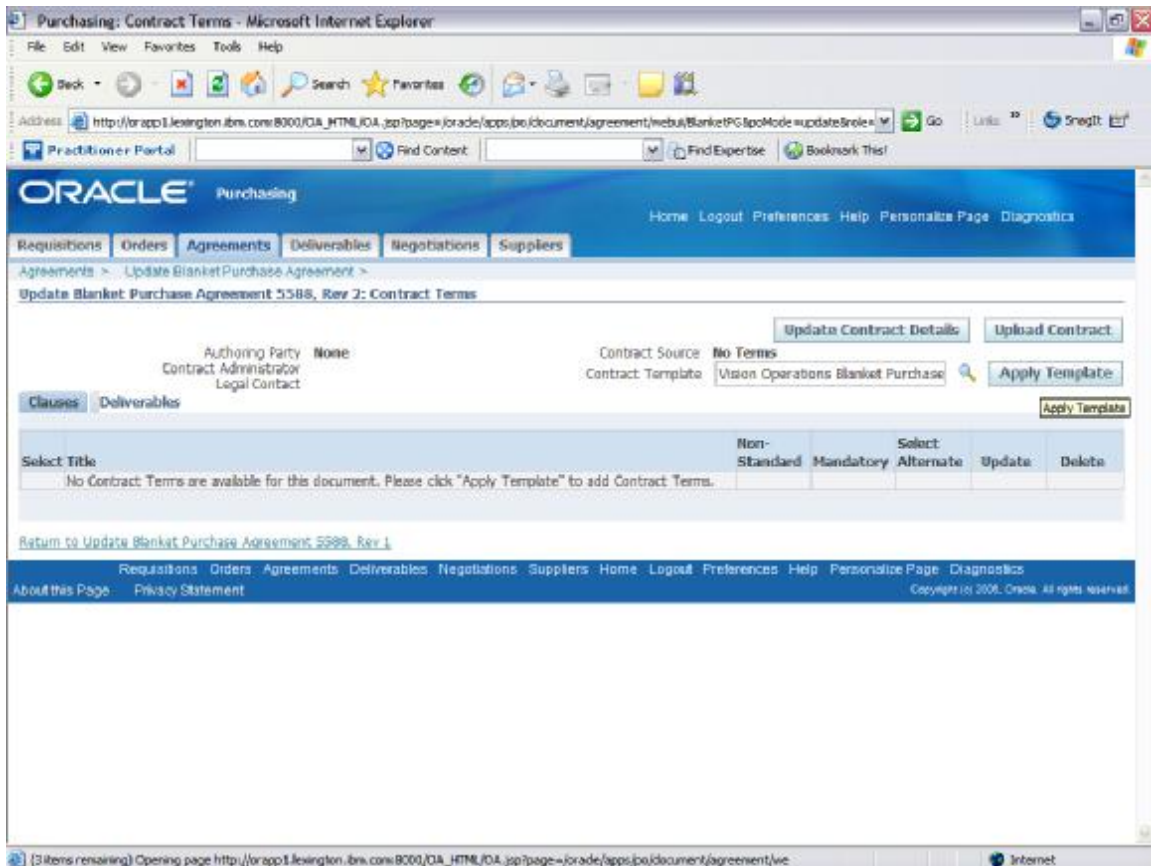
Bill-To Location: V1- New York City
Payment Terms: 45 Net (terms date + 45)
Pay On Receipt: Yes
Required Acknowledgment: None
Acknowledge By:
Amount Limit: 10,000,000.00
Price Update Tolerance:

* Default Ship-To Location: V1- New York City
Ship Via: UPS
Freight Terms: Due
FOB: Destination
Transportation Arranger: None

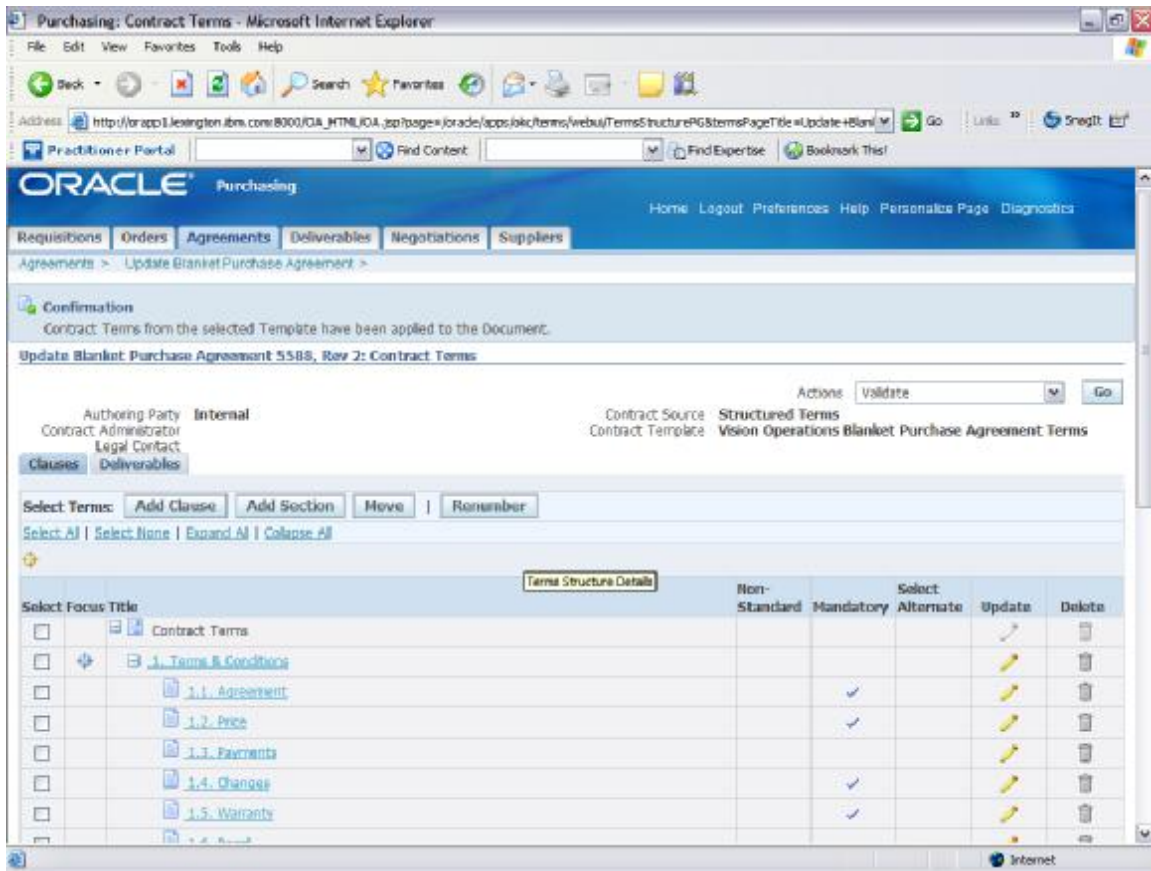
Attachments **Notes**

Note to Supplier

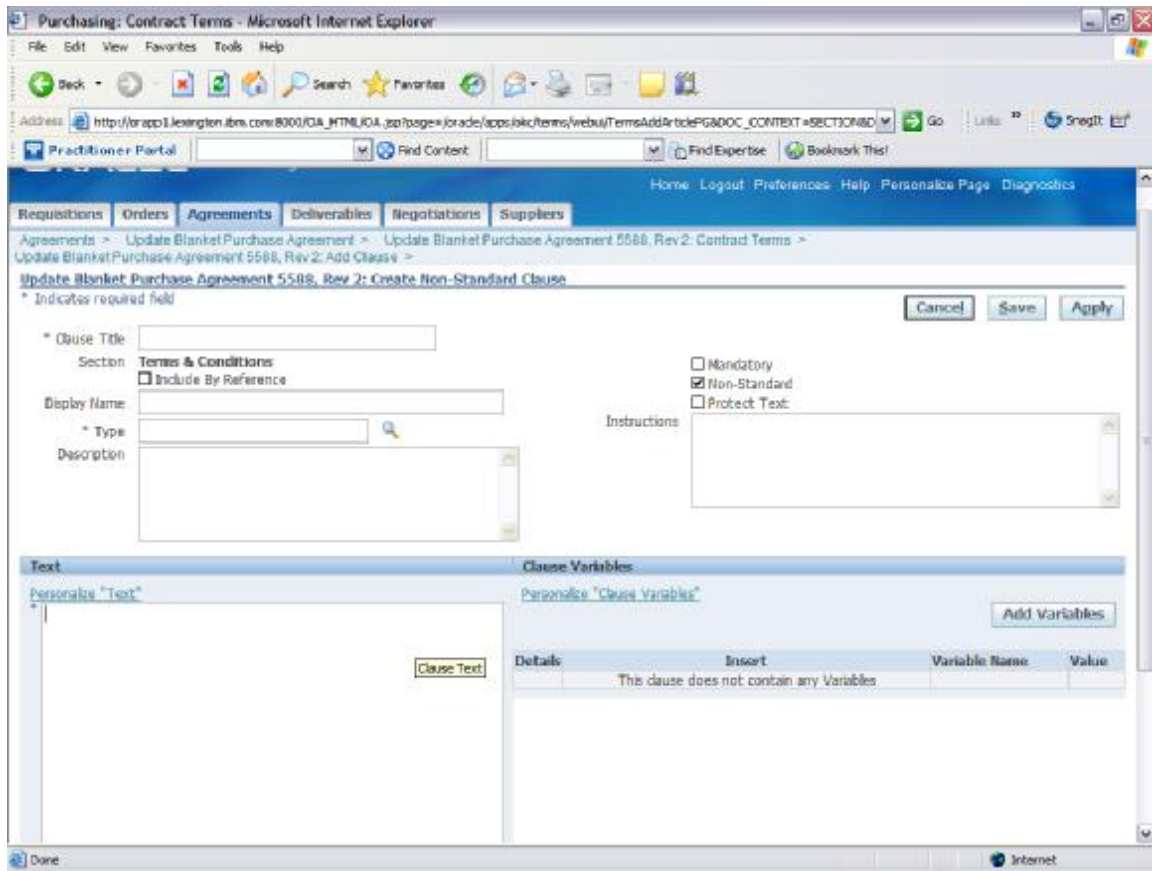
Done Internet



User can select a Contract Template and click on Apply Template to attach the template to the Agreement.



User can add additional Clauses and Create Non-Standard Clause too.



Demand Workbench-Deliverables:

User can query for any document (which is used for negotiation) like RFQ/RFI/Quotation etc. from this navigation.

The screenshot shows the Oracle Purchasing web application interface. At the top, there is a navigation bar with tabs for Requisitions, Orders, Agreements, Deliverables, Negotiations, and Suppliers. Below this is a search area for published negotiations with a dropdown menu for 'Number' and a 'Go' button. The main content area is divided into two sections: 'Published Negotiations' and 'Draft Negotiations'. The 'Published Negotiations' section contains a table with columns for Number, Title, Event, Category, Type, Time Left, Role, Responses, and Monitor. The 'Draft Negotiations' section contains a list of negotiation numbers and titles. At the bottom, there is a 'Quick Links' section with four categories: Create, Manage, Templates, and Reusable Lists, each containing a list of links.

Published Negotiations Table:

Number	Title	Event	Category	Type	Time Left	Role	Responses	Monitor
78	VO ICE 1	Created By Supplier		Auction	0 minutes	Owner	2	
225	Ladders 100 for VI			Auction	0 minutes	Owner	3	
40612	RFI TM			RFI	0 minutes	Owner	2	
40620	TM AUCTION1			Auction	0 minutes	Owner	2	
40622	TM AUCTION1			Auction	0 minutes	Owner	0	

Draft Negotiations List:

- 48610-88ATTI
- 48614-Test
- 47613
- 47612
- 40620-1-TM AUCTION1
- 40612-2-RFI TM
- 32612-auc 001-01 Test 8...
- 34613
- 24612-auc 991-01 Test 8...
- 1606-VO 10232

Quick Links:

- Create:**
 - RFI
 - RFQ
 - Auction
 - Copy
 - Event
- Manage:**
 - Drafts
 - Events
 - Deliverables
 - Draft Surrogate Responses
 - Supplier Research
- Templates:**
 - RFI
 - RFQ
 - Auction
- Reusable Lists:**
 - Invitation
 - Structure
 - Requirement
 - Cost Factor