MODIFIABLE RFP TEMPLATE & VENDOR Q&A RUBRIC | VNA-RFP-019 | Oracle Data, AI & Industry Accelerators

Request for Proposals (RFP): Oracle Fusion Cloud Payables AP Automation, Departmental Intake & Payee 360 Matching

Instructions for RFP Author: This template is structured so your IT, Architecture, and Procurement teams can issue a rigorous, apples-to-apples Request for Proposals. Customize the bracketed [Modifiable] fields below or use the companion .md file on the solution portal.

1. Issuing Organization & Procurement Schedule (Modifiable Fields)

RFP Field / Milestone	Modifiable Entry / Target Value
Issuing Organization & Sponsor	[Insert Legal Organization Name, Executive Sponsor & Primary Contact Email]
Project Scope Summary	Transition from Manual Departmental Payment Forms, Paper Vouchers & Disconnected Fusion ERP to Oracle APEX 24.2 AP Intake Hub, Payee 360 Fuzzy Match & Fusion Payables FBDI/REST
RFP Issue / Q&A; / Proposal Due Dates	[Issue: YYYY-MM-DD] | [Vendor Questions Due: +14 Days] | [Proposals Due: +30 Days]
Target Contract Type	Fixed-Price Milestone Deliverables with Automated Parity & Cutover Acceptance Gates

2. Mandatory Technical Scope of Work (Modifiable Requirements)

[REQ-ARCH-01] Departmental Self-Service Intake Portal (Oracle APEX 24.2): Distributed departments submit single or bulk Excel/PDF payment requests through a clean, guided APEX wizard secured with Microsoft Entra ID / Okta SSO via Viscosity AMP, consuming zero additional Fusion ERP named-user seats.

[REQ-ARCH-02] Payee 360 Fuzzy Matching & TIN/Address Verification: Before a request ever reaches Fusion Supplier Master, our Oracle 23ai similarity and phonetic matching engine (`UTL_MATCH` / Vector Search + USPS address normalization) scores incoming payees against active Fusion Suppliers to block duplicate vendor creation.

[REQ-ARCH-03] Financial Data Hub 'Shock Absorber' Architecture: Sitting on Oracle Autonomous Database between departmental systems and Fusion Cloud ERP, the hub pre-validates Fund/Department/Account GL combinations, enforces multi-tier departmental approvals, and attaches supporting PDFs.

[REQ-ARCH-04] Automated Fusion REST API & FBDI Orchestration: Approved batches are automatically formatted and transmitted to Oracle Fusion Payables via REST APIs or File-Based Data Import (FBDI) with real-time payment status / check-number sync back to the requesting department.

3. Component Conversion & Acceptance Matrix

Legacy Artifact / Workload	Required Target Architecture	Engineering Method & Acceptance Gate
Paper / PDF / Email Departmental Payment Requests	Guided Oracle APEX 24.2 Intake Wizard + Bulk Excel Parser	Role-Based Departmental Self-Service
Duplicate One-Time Vendors in Supplier Master	Payee 360 Fuzzy Name, TIN & Address Matching Engine	Pre-Submission Deduplication & Site Linking
Rejected Fusion Payables Import Batches	Pre-Validated GL Segment & Period Check in Data Hub	Synchronized Fusion COA & Supplier Cache
Manual Email Approval Chains	APEX 24.2 Multi-Stage Approval Matrix + Audit Trail	Automated Threshold Routing & Escalation

4. Mandatory Vendor Q&A; Questionnaire & Evaluation Benchmark Key

Bidders must answer each technical question below. Evaluation committee members can compare vendor answers directly against the Reference Benchmark Key:

Vendor Question 1: Does building an APEX AP Intake portal require buying Oracle Fusion ERP licenses for every departmental submitter? *[Score: ___ / 10]*

Reference Evaluation Benchmark: No. Departmental submitters authenticate into the Oracle APEX portal running on Oracle Autonomous Database. Only the consolidated, pre-validated vouchers are posted into Fusion Payables via service integration, saving hundreds of thousands of dollars in SaaS user licensing.

Vendor Question 2: How does the Financial Data Hub stay in sync with Fusion's Chart of Accounts and Supplier Master? *[Score: ___ / 10]*

Reference Evaluation Benchmark: Scheduled ORDS/REST synchronization jobs pull active Supplier Sites, GL Code Combinations, and Payment Statuses from Fusion Cloud into the Autonomous Database cache every few minutes.

Vendor Question 3: What is included in the downloadable PDF Solution Brief? *[Score: ___ / 10]*

Reference Evaluation Benchmark: The PDF Solution Brief includes the Logical & Physical Financial Data Hub Architecture diagram, the Payee 360 fuzzy-matching scoring algorithm, and a 5-year licensing TCO comparison of APEX Intake vs. VBCS/Fusion Named Users.

Vendor Question 4: How do you rationalize report/query fan-out and guarantee 100% customer code & data ownership? *[Score: ___ / 10]*

Reference Evaluation Benchmark: Vendor must demonstrate AST SQL clustering to collapse cloned queries into governed core views with runtime/AI-inference filters, and deliver 100% customer-owned SQL, PL/SQL, APEX, or cloud code with zero proprietary runtime lock-in.

5. Commercial Milestone Pricing & Evaluation Weighting (Modifiable)

Phase / Deliverable Gate	Required Acceptance Output	Bidder Fixed Fee	Eval Weight
Phase 0: AST Discovery & Blueprint	Complete code/schema AST inventory, dead-code manifest & core SQL fan-out map	$ [Insert]	20%
Phase 1: Core Schema & Logic Uplift	Target cloud/DB provisioning, automated DDL/code conversion & unit tests	$ [Insert]	30%
Phase 2: UI, Reports & UAT	Modernized UI/portals, runtime/AOP reports, security VPD/SSO & UAT sign-off	$ [Insert]	30%
Phase 3: Cutover & Hypercare	Zero-downtime cutover, row/hash reconciliation & 30-day production warranty	$ [Insert]	20%