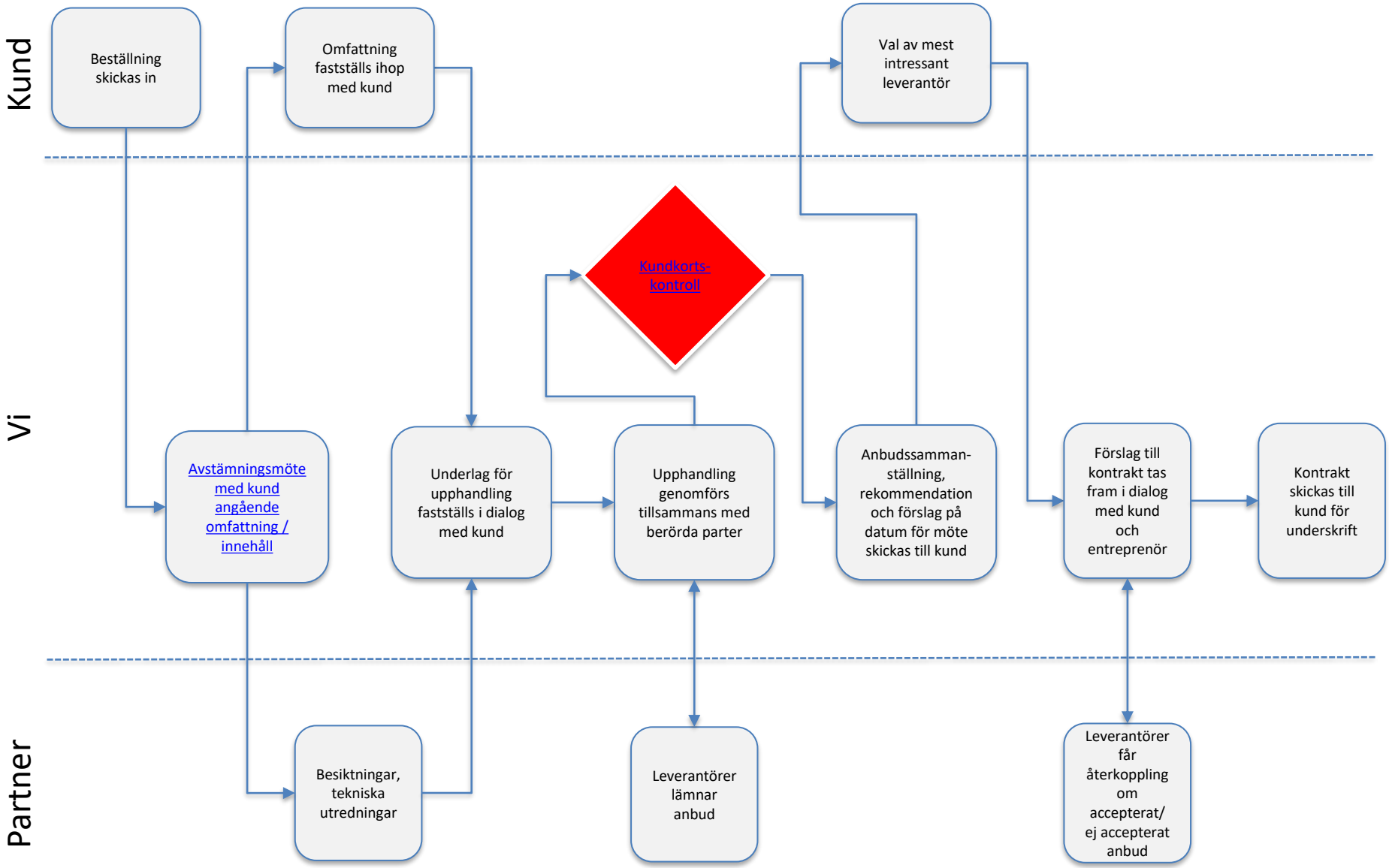Upphandling