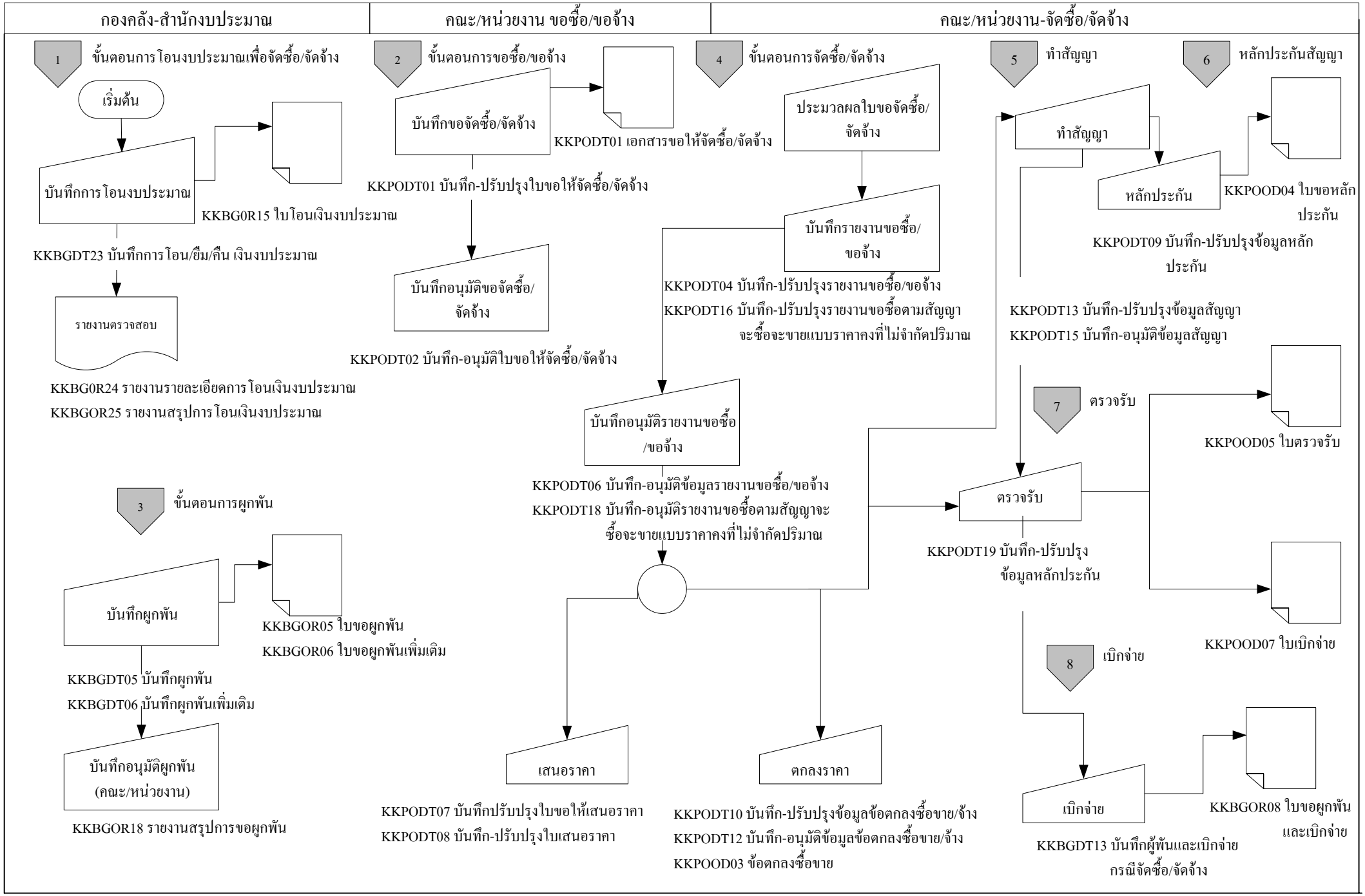วงจรจัดซื้อ/จัดจ้าง