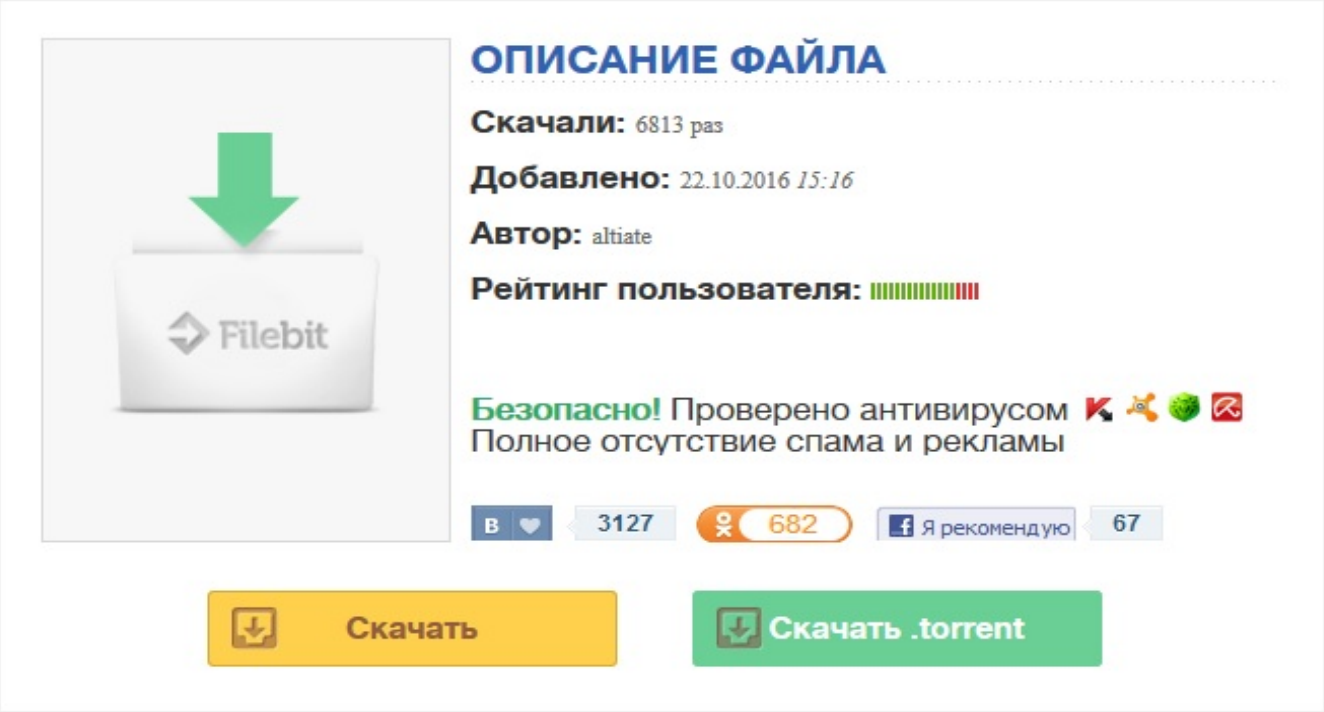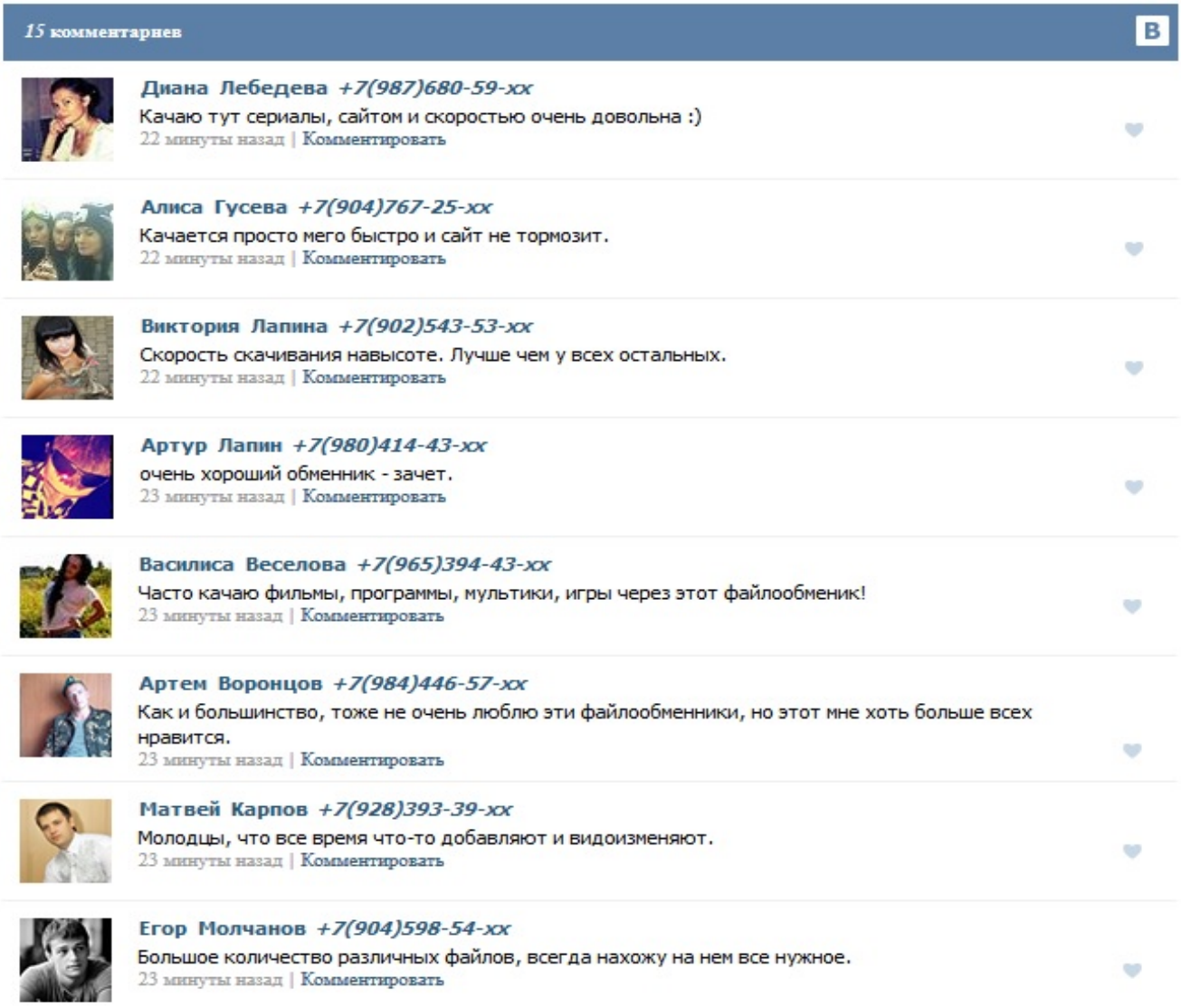адв-1 скачать бланк эксель