

[Stationery Items](#) are very useful items and mandatory for all your office needs or home purposes. There are many stationery items that are widely used at work. Stationery items are the requirement of School students, College students, office staff etc. Purchasing stationery items always becomes an issue, you need to go to shop for any stationery you are required but somehow, online shopping nowadays is the best option to go for. In Online Shopping, you don't need to go out and fulfill your stationery requirement but also help you browse everything from at one touch of your mobile. It provides you a comfort zone as you can easily add to cart anything you need, also save your time that is consumed while it takes to shop.

## How To Buy Stationery Items Online In Pakistan?

When you talk about purchasing stationery items or [office supplies online](#), Katib.pk always comes first with its super effective services and quality products that is your requirement. Katib offers products at the discounted price along with free delivery and also provides you hassle free experience..

### What are the most used stationery items in Office?

There are many items that we must have in the office, which often we need to do work with as listed below.

Staplers

Punching Machine

Sticky Tapes

Scissors

Desk Tidy

Pen Cups

Note Holders

Paper Clip

Pencils

Pointer Pen

[Ball Pen](#)

Highlighter Pen

[Markers](#)

### **Staplers:**

It is mostly used in the office to help you join the papers together, It is usually made up of metal. Most office staff prefer staple pins instead of using Glue Stick or depending on the type of paper or document work.

### **Punching Machine:**

Punching Machine is a process of creating a hole on the paper with the help of forcing that tool.

### **Sticky Tapes:**

It is often used to join the objects instead of using fasteners, screws. It enables you to use lower temperatures that help you accomplish your manufacturing process.

### **Scissors:**

It is a small cutting tool which has two sharp blades that help you cut the papers with more ease.

### **Pencils:**

When you need to practice anything roughly, you always need a pencil at that time in case you have made any mistake on a paper, So, you can easily erase that mistake and help you continue your work.

**Highlighter Pen:**

It is always a better option to mark your task as a priority with the highlighter pen that helps you to remind you what is an important task that is to be done by yourself.