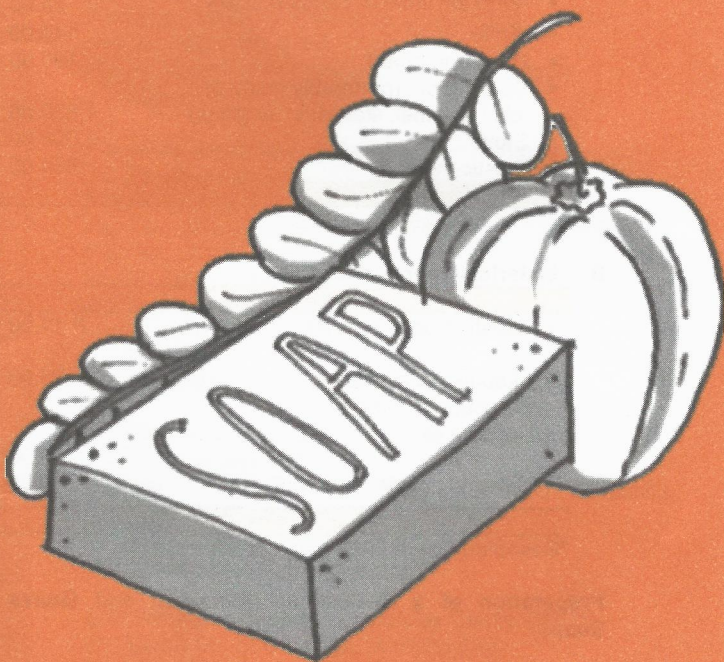


Starting A Business



**HOW TO MAKE
HERBAL SOAP:
AKAPULKO and GUAVA**

Starting a Business

Herbal soap contains natural ingredients like essential oils, juice or extract, and vitamins from medicinal plants.

I. ESTIMATED INVESTMENT COSTS

A. Tools/Equipment *

Materials	Cost
▪ Glass or cup	P 269.00
▪ Mortar and pestle	200.00
▪ Plastic Pail (16 L capacity)	220.00
▪ Cheese cloth or strainer	30.00
▪ Wooden ladle or bamboo sticks	25.00
▪ Knife	140.00
▪ Chopping board	190.00
▪ Cooking pot (preferably made of clay, enamel, stainless, or glass)	1,600.00
▪ Stove	1,000.00
▪ Plastic molders	875.00
Total	P 4,549 .00

B. Materials/ Ingredients *

Item	Qty.	
▪ Caustic Soda (NaOH)	1 glass or 250 ml	P 11.00
▪ Akapulko or guava decoction, cooled	3 glasses	20.00
▪ Cooking oil	5 glasses	92.00
▪ Coloring powder (optional)		10.00
Total		P 133.00

*Based on March 2009 market prices

Preparation of a Decoction: (Akapulko and Guava Soap)

1. Wash the leaves thoroughly and chop or cut in small pieces.
2. Measure 1 glass of chopped fresh leaves and 2 glasses of water.
3. Let it boil for 15 minutes (start timing when the water starts to boil).
4. Remove from fire and strain the leaves in a cheese cloth. Set aside and let it cool.

II. PROCEDURES

1. Measure 1 glass of caustic soda and 3 glasses of Akapulko or Guava decoction and pour into a plastic pail.
2. Mix well by stirring continuously using a wooden ladle or bamboo stick. Use only one direction when stirring.
3. Stir until the caustic soda is dissolved.
4. Pour cooking oil into the mixture.
5. Continue stirring until a consistency similar to a condensed milk is achieved.
6. Pour the soap mixture into desired plastic molders. Set aside and let it cool to harden.
7. After 4-5 hours, remove the soap from the molder.
8. Allow 30 days of ageing before packing.
9. Label the soaps.

Source: www.doh.gov.ph/pitahc/Herbal_Soap.html

Indications:

- Akapulko leaves - anti-fungal
- Guava leaves - antiseptic for wounds

III. ESTIMATED COSTING AND PRICING

A. Product Costing

Direct Cost

Particulars	Cost
Raw Materials	P 133.00
Labor Cost/5 times/formulation/day (P382/day min. wage)	76.40
Water and Electricity	50.00
Total Direct Cost	P 259.40

Indirect Cost

Particulars	Cost
Transportation Cost *	P 100.00
Total Indirect Cost	P 100.00

* May vary depending on distance between area of business operation and source of raw materials and/or market area

Production Cost

Particulars	Cost
Total Direct Cost	P 259.40
Add: Indirect Cost	100.00
Estimated Production Cost	P 359.40

* Finished product will result in 15 bars of soap 130 grams /bar

HERBAL BATH SOAP

Production cost per 130 grams soap	P 24.00
Add: 20% mark-up of the production cost	4.80
Estimated Selling Price/130 grams soap	P 28.80

Market Price per piece **P 30.00**

- * If price per 130 grams soap is lower compared with the existing market price, increase the mark-up to 30% or more. The higher the markup the higher the profit margin.

IV. REGISTRATION REQUIREMENTS

1. Business Name Registration

Department of Trade and Industry (DTI)

Validity: 5 years

- 2/F, Atrium of Makati Bldg. Makati Avenue
corner Paseo de Roxas St., Makati City
Tel. No. (632) 501.5135
- 2/F, Park N' Ride Lawton
P. Burgos Ave. cor. Dr. Basa St., Ermita, Manila
Tel. No.: 536.7153
- G/F, Highway 54 Plaza, EDSA (across SM
Megamall, Mandaluyong City
Tel. No.: 706.1767
- 5/F, Araneta Square Mall
Monumento Circle, Caloocan City
Tel. Nos.: 332.0854 / 332.0829

2. Mayor's Permit

Municipality or city where the business is located

Validity: 1 year

3. Tax Identification Number (TIN)

Bureau of Internal Revenue (BIR)

BIR District or City office where the business is located

4. BFAD Certificate

Bureau of Food and Drugs (BFAD)

Civic Drive, Filinvest Corporate City

Alabang, Muntinlupa City

Tel. Nos. (632) 807.0751 / 842.5606 / 809.4390

Email: bfad@bfad.gov.ph

Website: www.bfad.gov.ph

V. FINANCING

SSS Special Financing Program

Social Security System (SSS)

Loans and Investment Office

SSS Building, East Avenue, Diliman, Quezon City

Tel. Nos.: (632) 920.6401 / 920.6446

Email: member_relations@sss.gov.ph

Website: www.sss.gov.ph

Small and Medium Enterprise Credit

Phil. Business for Social Progress (PBSP)

18/F, Phil. Social Development Center

Magallanes cor., Real St. Intramuros, Manila

Tel. Nos. (632) 527.7741 to 51 or 527.3751

Fax No. (632) 527.3743

Email: pbsp@pbsp.org.ph / smec@pbsp.org.ph

Website: www.pbsp.org.ph

People's Credit and Finance Corporation

2F, Accelerando Bldg., 395 Sen. Gil Puyat Avenue
Makati City

Tel. No.: (632) 897.8521 / 752.3745

Fax No.: (632) 325.0448/49

Email: corcom@pcfc.ph

Website: www.pcfc.gov.ph

VI. TECHNICAL ASSISTANCE

Philippine Institute of Traditional and Alternative Health Care (PITAHC)

Unit 2402 Atlanta Centre, #31 Annapolis Street, Greenhills,
San Juan 1503, Metro Manila

Telephone Numbers: (632) 727.7621/ 726.6377

Email Address: pitahc@skyinet.net

DTI-Cottage Industry Technology Center (CITC)

20 Russet St., SSS Village, Marikina City

Tel. Nos.: (632) 942.0880 / 942.3974

Email: citc_dti@yahoo.com

Technology Resource Center (TRC)

TRC Building, 103 J. Abad Santos cor., Lopez Jaena Sts.,
Little Baguio, San Juan Metro Manila

Tel. Nos.: (632) 727.6205

Website: www.trc.dost.gov.ph

**Technical Education and Skills Development
Authority For Women Center (TESDA-WC)**

37 East Service Rd. South Superhighway, Taguig City

Telefax. No.: (632) 818.8062

Trunkline: (632) 814.4076 loc. 278

Email: tesdawomen@yahoo.com

Website: www.tesda.gov.ph

VII. CHEMICAL SUPPLIERS

TICANOCAH Merchandising

12A Elegino St., San Francisco del Monte

Barangay San Antonio, Quezon City

Tel. Nos. (632) 411.3864 / 332.0463

Neco Philippines

1181 G. Masangkay St., Tondo, Manila

Tel. No.: (632) 255.0901

Alyson Chemical Enterprise

1425 G. Raneta St., SFDM, Quezon City

Tel. No. (632) 712.2266

Everlight Chemicolor

461 Clavel St., Divisoria, Manila

Tel. No. (632) 242.6934