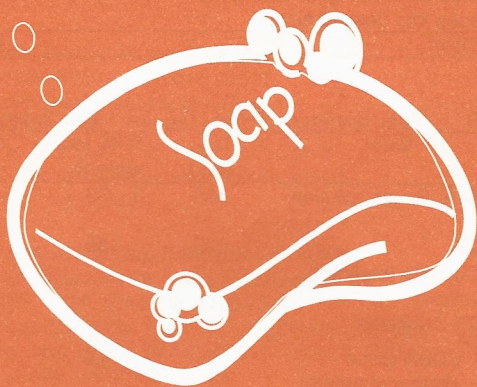


# Starting A Business



**SKIN CARE**  
**HERBAL BATH SOAP**

# Starting a Business

**Herbal bath soap** contains natural ingredients like essential oils from aloe vera, patchouli, citronella, rose, and sampaguita. Other herbal soaps also contain rich vitamins from fruits like papaya, lemon, and calamansi.

## I. ESTIMATED INVESTMENT REQUIREMENTS

### A. Tools/Equipment \*

Materials	Cost
Stick Blender or Electric Mixer	P2,000.00
Plastic dipper and plastic cups	86.00
Plastic Pail (16 l. capacity)	150.00
Weighing scale (10 kg capacity)	700.00
Bamboo sticks or chopsticks as stirrer	20.00
Soap molds or clean containers without holes	875.00
A piece of string for slicing the soap into desired sizes	25.00
<b>Total</b>	<b>P3,856.00</b>

### B. Materials/Ingredients (1kg. for 1 liter formula) \*

Item	Qty. (ml.)	% to total weight	Cost
36Å° Be lye solution	360	36	P27.00
Oil	590	59	53.10
Coloring (blue and yellow)			10.00
5% Additives			
- CDEA (coco diethanol amide)	5	0.5	0.90
- Glycerine	8	0.8	1.60
- Sodium silicate	5	0.5	.60
- Patchouli extract	10	1	267.00
- Scent	5	0.5	10.00
- Aloe vera extract	15	1.5	22.50
- Sodium benzoate	2	0.2	0.30
<b>Total</b>	<b>1000 ml</b>	<b>100%</b>	<b>P393.00</b>

\*Based on Feb. 2009 market prices

## II. PROCEDURES

### Preparation of Materials:

1. To make 36 Å° Be lye solution, mix well 2.5 l. of water with 1 kg. of caustic soda in a plastic or stainless steel pail with cover. Cool to room temperature before use.

### Preparation of the Soap:

1. Measure and weigh the ingredients as specified.
2. Measure 360 ml. lye solution and mix with 590 ml of oil using an electric mixer. Blend the oil-lye mixture very well. Mix continuously until creamy.
3. Prepare the coloring for the soap. In separate containers, dissolve a little of the blue and yellow coloring powder in a few drops of oil. Use separate stirrer for each color.
4. Mix together the dissolved blue and yellow coloring powder in one container, estimating the amount of each color to produce an olive green color. Set aside.
5. Test consistency of the oil-lye mixture in the mixer by using a chopstick or bamboo stick.
6. When the oil-lye mixture becomes creamy, add the aloe vera essence, glycerine, and scent. Then add the remaining additives (i.e. CDEA, sodium silicate, and sodium benzoate).
7. While mixing, add the prepared olive green color. Mix continuously until color is evenly distributed. Remove the mixture from the mixer.
8. Transfer the mixture in the molds evenly.
9. Allow the soap to harden for 2-4 hours. When hardened, slice it using a piece of string or wire attached to a wooden/metal cutter. The number of soap base depends on the desired size, shape, and weight.
10. Store the soap in a clean dry place. It can be used after one week.

Sources: [www.mixph.com](http://www.mixph.com), [www.tlrc.gov.ph](http://www.tlrc.gov.ph)

## III. ESTIMATED COSTING AND PRICING

### A. Product Costing (1 kg. for 1 l. formula) Direct Cost

Particulars	Cost
Raw Materials	P393.00
Labor Cost/5 kgs./day production (P382/day min. wage) *	76.40
Water and Electricity	50.00
<b>Total Direct Cost</b>	<b>P519.40</b>

# HERBAL BATH SOAP

## Indirect Cost

Particulars	Cost
Transportation Cost **	P100.00
<b>Total Indirect Cost</b>	<b>P100.00</b>

\* Minimum wage determined by the respective Regional Wage Board varies in different areas

\*\* 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 519.40
Add: Total Indirect Cost	100.00
<b>Estimated Production Cost</b>	<b>P 619.40</b>

- Finished product will result in 10 bars of (100 grams/bar)
- One worker can produce 5 kgs. of soap/day (1 kg. for 1 liter formulation)

## Product Pricing

Particulars	Cost
Production cost per 100 grams soap	P61.94
Add: 20% markup of the production cost	12.38
<b>Estimated Selling Price per 100 grams soap</b>	<b>P74.32</b>
<b>Market Price per piece</b>	<b>P80.00</b>

\* If price per 100 g. soap is lower compared with the existing market price, increase the markup to 30% or more.

## IV. REGISTRATION REQUIREMENTS

### 1. Business Name Registration

Department of Trade and Industry (DTI)

DTI Provincial Office where the business is located

Website: [www.bnrs.dti.gov.ph](http://www.bnrs.dti.gov.ph)

Validity: 5 years

- 2/F Atrium of Makati Bldg., Makati Ave., 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  
Mandaluyong City (across SM Megamall)  
Tel. No.: 706.1767
- 5/F, Araneta Square Mall  
Monumento Circle, Caloocan City  
Tel. No.: 332.0854/332.0829



**2. Mayor's Permit**

Municipality or city where the business is located

**3. Tax Identification Number (TIN)**

Bureau of Internal Revenue (BIR)

BIR National Office, Agham Road, Diliman, Quezon City

Trunkline: (632) 981.7000 / 981.8888

[www.bir.gov.ph](http://www.bir.gov.ph)

**4. BFAD Certificate**

Bureau of Food and Drugs (BFAD)

Civic Drive, Filinvest Corporate City, Alabang

Muntinlupa City

Tel. No.: (632) 807.0751 / (632) 842.5606 / (632) 809.4390

Email: [bfad@bfad.gov.ph](mailto:bfad@bfad.gov.ph)

[www.bfad.gov.ph](http://www.bfad.gov.ph)

Validity: 1 year

**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](mailto:member_relations@sss.gov.ph)

[www.sss.gov.ph](http://www.sss.gov.ph)

- **Small & Medium Enterprise Credit**

Phil. Business for Social Progress

18/F, Phil. Social Dev't. 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](mailto:pbsp@pbsp.org.ph) or [smec@pbsp.org.ph](mailto:smec@pbsp.org.ph)

[www.pbsp.org.ph](http://www.pbsp.org.ph)

- **People's Credit Finance Corporation**

395 Sen. Gil Puyat Ave. Makati

Tel. Nos.: (632) 897.8549 / 897.5822

Fax Nos.: (632) 897.8523 / 897.8528

Email: [info@pcfc.ph](mailto:info@pcfc.ph)

[www.pcfc.gov.ph](http://www.pcfc.gov.ph)

## VI. TECHNICAL ASSISTANCE

- **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)**  
TLRC Building, 103 J. Abad Santos cor. Lopez Jaena Sts.,  
Little Baguio, San Juan, Metro Manila  
Tel. No.: (632) 727.6205  
www.tlrc.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  
http://twc.tesda.gov.ph

## VII. CHEMICAL SUPPLIERS

- **TICANOCAN Merchandising**  
12A Elegino St., San Francisco del Monte  
Barangay San Antonio, Quezon City  
Tel. Nos.: (632) 411.3864 / 332.0463
- **Alyson Chemical Enterprise**  
1425 G. Raneta St., SFDM, Quezon City  
Tel. No.: 712.2266
- **Everlight Chemicolor**  
461 Clavel St., Divisoria, Manila  
Tel. No.: 242.6934